



ARTS, CULTURE, AND HERITAGE COMMISSION (REGULAR MEETING: 5PM, GRANT REVIEW PORTION: 6PM) AGENDA

January 21, 2026 at 5:00 PM

Wilsonville City Hall

PARTICIPANTS MAY ATTEND THE MEETING AT:

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/84477254668>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Wilsonville Parks and Recreation:

ACHC@ci.wilsonville.or.us or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Parks and Recreation Department

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER [5:00 PM]

1. Roll Call
2. Introductions

CONSENT AGENDA [5:05 PM]

- [3.](#) Approval of Minutes: 11.19.2025

CITIZEN INPUT [5:05 PM]

COMMISSION BUSINESS

- [4.](#) Wilsonville Public Library Children's Section Murals Project – Julia Hunker Design Approval [5:10 PM]
- [5.](#) Temporary Pride Month Mural Artist Selection [5:20 PM]
- [6.](#) ACHC Event Planning Discussion and Subcommittee Formation [5:40 PM]
- [7.](#) COMMUNITY CULTURAL EVENTS & PROGRAMS (CCEP) GRANT REVIEW [6:00 PM]
- [8.](#) Charbonneau Arts Association
- [9.](#) Korean War Veterans Association – Oregon Trail Chapter 72

Arts, Culture, and Heritage Commission (Regular Meeting: 5pm, Grant Review Portion: 6pm)

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[10.](#) Oregon Old Time Fiddlers' Association District 7

[11.](#) Rotary Club of Wilsonville

[12.](#) Wilsonville Choral Arts Society

[13.](#) WilsonvilleSTAGE

ADJOURN

NEXT MEETING

Wed, March 18, 2026 5:00 PM

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 the Parks and Recreation Department at 503-783-7529 or ACHC@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or 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 MINUTES

November 19, 2025 at 5:00 PM

Wilsonville City Hall

CALL TO ORDER - The meeting was called to order at 5:02 PM

1. Roll Call

ACHC Present - Chair Jason Jones, Deb Zundel, Susan Schenk, Joan Carlson, David Altman, Creed Harmon, Doug Parker

ACHC Absent – Vice Chair Sageera Abdulla Koya, Aaron Harris

EX OFFICIO/CITY STAFF

Kris Ammerman, Parks and Recreation Director
Erika Valentine, Arts and Culture Program Coordinator
Shasta Sasser, Library Director
Amanda Guile-Hinman, City Attorney

CONSENT AGENDA – Approval of the Minutes

Member Carlson made a motion to approve the October 15, 2025 Minutes. Member Zundel seconded the motion. All those in favor: Joan Carlson, Deb Zundel, Susan Schenk, David Altman, Chair Jason Jones, Creed Harmon, Doug Parker. No one opposed or abstained.
Motion passed 7-0-0.

CITIZEN INPUT

The ACHC did not receive any Citizen Input.

COMMISSION BUSINESS

HeARTs of Wilsonville: Many Cultures, One Heart: Auction Preparation

Staff provided additional information on setting up the online silent auction for some of the HeARTs of Wilsonville sculptures. The ACHC discussed the hearts in the collection.

Member Altman made a motion to include the following five hearts in the auction: 1. Heart by Triesta Zuber 2. Heart by Cathy Rowe 3. Heart by Abhinaya Sudharsanam 4. Heart by Zak Ostertag and 5. Heart by Charlie Corrales. Member Zundel seconded the motion. All those in favor: David Altman, Deb Zundel, Joan Carlson, Susan Schenk, Chair Jason Jones, Creed Harmon, Doug Parker. No one opposed or abstained. Motion passed 7-0-0.

Staff requested a brief recess at 5:15 PM.

Meeting resumed at 5:25 PM.

Chair Jones requested a motion to amend the agenda to move the Boones Ferry Park Public Art Project Update from the first item on the agenda to the last item on the agenda. Deb Zundel made a motion to move the Boones Ferry Park Public Art Project Update to the last item on the agenda. Doug Parker seconded the motion. All those in favor: Deb Zundel, Doug Parker, David Altman, Joan Carlson, Susan Schenk, Creed Harmon, Chair Jason Jones. Motion passed 7-0-0.

Utility Box Public Art Program

Staff presented general information about utility box public art programs as this program has been brought up as a point of interest in the past from the Commission. Staff also provided information about the Community Enhancement Program as a potential funding source.

Member Harmon made a motion to recommend that staff apply to the Community Enhancement Program for funding a utility box art program. Member Schenk seconded the motion. All those in favor: Creed Harmon, Susan Schenk, Chair Jason Jones, Deb Zundel, David Altman, Joan Carlson, Doug Parker. No one opposed or abstained. Motion Passed 7-0-0.

The ACHC also discussed potential themes for the project in order for staff to include that information in the grant application. Two themes were predominantly discussed: Celebrating the Arts, and a nature/flora/fauna theme.

Member Zundel made a motion for the pilot program of the utility box art program to be 'Celebrating the Arts,' Member Parker seconded the motion. All those in favor: Deb Zundel, Doug Parker, Chair Jason Jones, David Altman, Creed Harmon. Voted no: Joan Carlson and Susan Schenk. No one Abstained. Motion Passed 5-2-0.

Multicultural Dance Celebration Event Debrief

The ACHC debriefed the Multicultural Dance Event that took place on April 3, 2025 at McMenamin's Old Church. The Commission also brainstormed some ideas for future events and were interested in utilizing City Parks/Facilities. Staff notified the ACHC this would be on a future agenda to plan further.

ACHC FY 2025-26 Five-Year Action Plan and Annual One-Year Implementation Plan

Staff presented last year's plan along with proposed edits for this current fiscal year. Member Deb Zundel made a motion to approve the plan and forward to City Council for final approval. Member Harmon seconded the motion. All those in favor: Deb Zundel, Creed Harmon, Chair Jason Jones, Joan Carlson, Doug Parker, Susan Schenk, David Altman. No one voted no or abstained. Motion passed 7-0-0.

Boones Ferry Park Public Art Project Update and Motion

Staff provided an update on the Boones Ferry Park Public Art Project regarding the ACHC's request for staff to connect with The Confederated Tribes of Grand Ronde to seek their involvement and support, as well as for them to review Todji Kurtzman's proposal for accuracy and cultural sensitivity. This resulted in staff's proposed recommendation to forgo advancing that proposal and instead award the project to the next highest ranked artist, scored by the ACHC, Pete Beeman. Member Carlson made a motion to award the Boones Ferry Park Public Art Project to Pete Beeman with an alternate of artist team Lin Mcjunkin/Milo White. Member Harmon seconded the motion. All those in favor: Joan

Carlson, Creed Harmon, Deb Zundel, Susan Schenk, David Altman, Chair Jason Jones, Doug Parker. No one opposed or abstained. Motion passed 7-0-0.

ARTS & CULTURE PROGRAM COORDINATOR UPDATE

Staff notified the ACHC that Kris Ammerman, Parks and Recreation Director, had accepted a position in Idaho so would be relocating.

ADJOURN – The meeting was adjourned at 6:53 PM.

DRAFT



Arts, Culture & Heritage Commission Staff Report

Date: January 21, 2026

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: Wilsonville Public Library Children's Section Murals Project – Julia Hunker Design Approval

Recommended Action

Approve the Library Mural Selection Panel's recommendation to approve Julia Hunkler's design.

Please note staff attached the one design file to show the one long continuous mural, as well as it broken up in sections to show it larger. The mural will be on four separate walls in the children's section; half on one side and half on the other (split up by the entrance to the Children's Section).

Background

The Library Staff approached Erika Valentine, Arts and Culture Program Coordinator, about collaborating on hiring a muralist(s) for the Children's Section at the Wilsonville Public Library, as there was interest from the Library Foundation to fund this project.

Staff developed the [Call for Art](#) which outlines the project scope and all project details, which was posted on August 7, 2025. The deadline for submissions is September 10, 2025. The artist stipend is \$20,000 which is being funded entirely by the Library Foundation. Within the Call it states that popular themes (determined by community engagement with patrons) include: animals, nature, books, and characters; and that the mural should evoke a sense of whimsy, fun and freedom.

The call received 54 applications and staff forwarded 39 of those applications to the selection panel to review and score. The selection panel consisted of: 4 Library Staff, 2 Library Foundation Members, and 2 ACHC members.

The panel's scores were due by September 25, 2025. The panel then met on September 30, 2025. After discussion and voting, the group's recommendation was to award the project to Julia Hunkler. At the October 15, 2025 ACHC meeting, the ACHC approved the panel's recommendation to award the project to Julia Hunkler. On October 29, 2025 Artist Julia Hunkler met with Arts and Library staff to discuss the project and was provided with all of the compiled information collected from the community engagement done last summer so she could incorporate into her design.

On January 13, 2026 the original Selection Panel consisting of 4 Library Staff (1 absent), 2 Library Foundation Members, and 2 ACHC members met to discuss and approve Julia's design. The Panel loved Julia's creative design and felt she did a great job capturing the comments from the community on what they wished to see. The Panel discussed some minor revisions but ultimately, they unanimously approved Julia's design and recommended staff forward their recommendation for final approval on to the ACHC.

Attachments

1. Design Narrative from Julia
2. Julia Hunkler Design

Design Narrative from Julia Hunkler

The Wilsonville Library concept

This mural spans all four wall sections of the children's library, beginning on the left side as you face the doors leading back into the main library. It starts with the library itself, an opening book, and a story unfolding with a dog and a cat at home. From there, they move through a series of imaginative worlds that evoke wonder, playfulness, learning, and curiosity.

The scenes, in order, are:

Library, home, Pacific Northwest woods and Mt. Hood, Oregon coast, deep sea, kitchen and baking, Jurassic, art supplies, jungle, knitting, farm, Legos, medieval, space, the microscopic body, a train, and finally the dog and cat dreaming back in the doghouse.

This creates both a forward and backward storytelling effect, whether the journey begins with a book or is revealed to have all been a dream, with seamless and playful transitions between each scene.

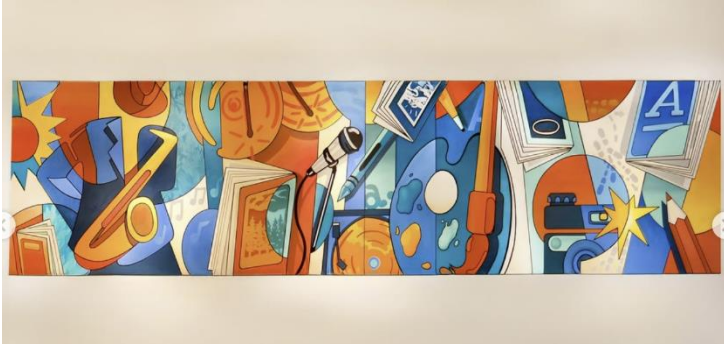
Why I chose this direction

Inspired by the library's community polling, this concept allows many different stories to live within one continuous visual narrative. It invites curiosity at every turn while reflecting the wide range of worlds children explore through reading.

As the design is executed, the dog and cat will continue to appear throughout the scenes in delightful and surprising ways such as an astronaut dog or a dinosaur enthralled cat encouraging kids to look closely in "I-spy" fashion and follow their journey around the room.

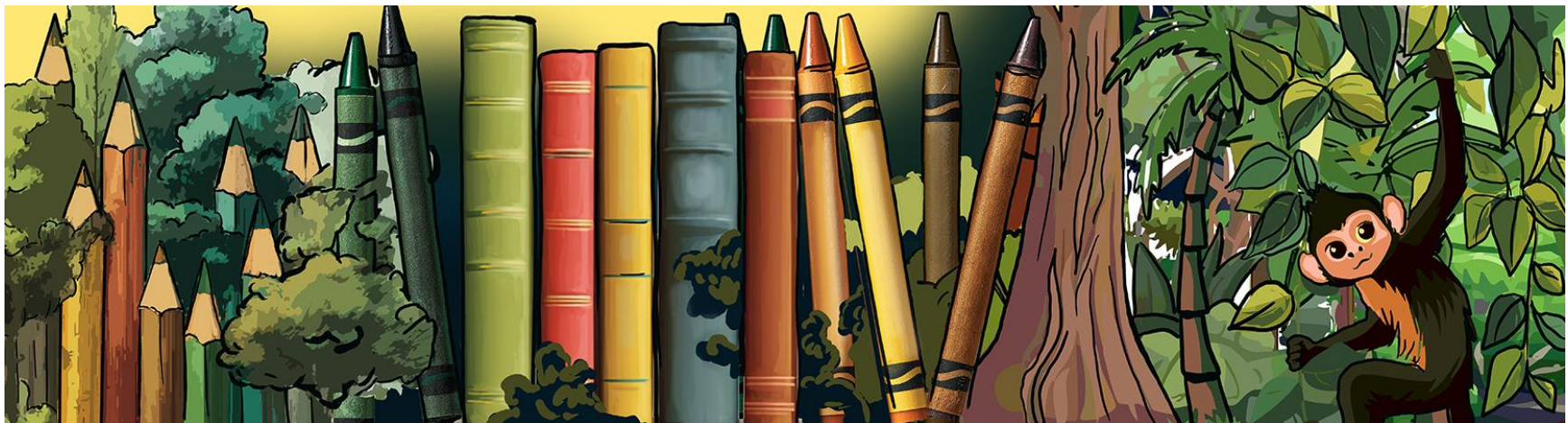
Design, Color, and Style Inspiration:

It can be hard to visualize how a graphic design translates into a finished painted mural. The final wall will be informed by the visual references below, reflecting color palette, line quality, and illustrative styles.

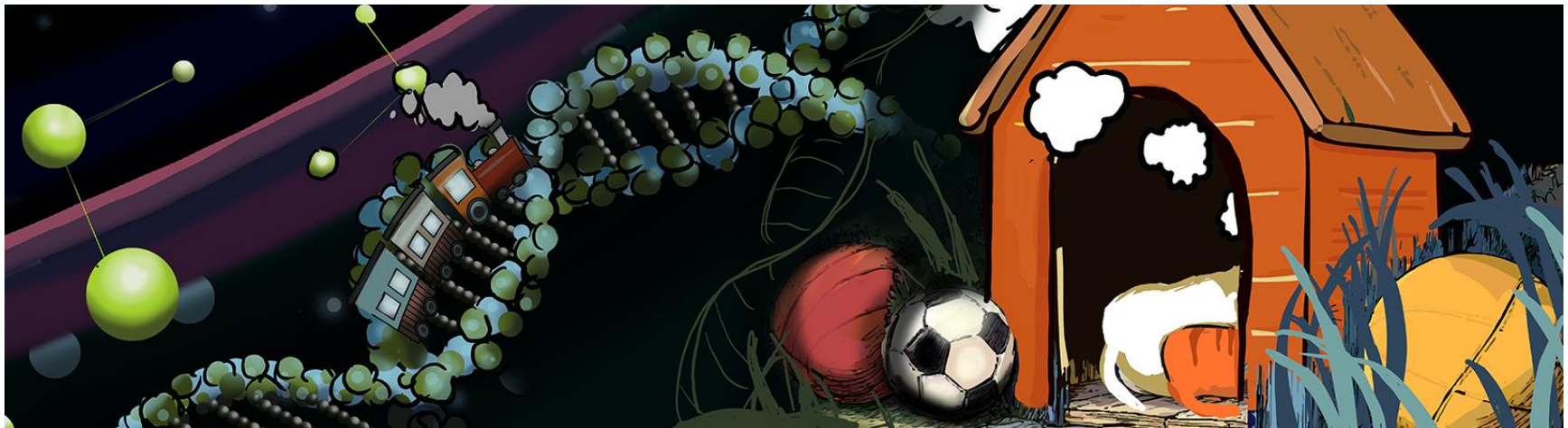
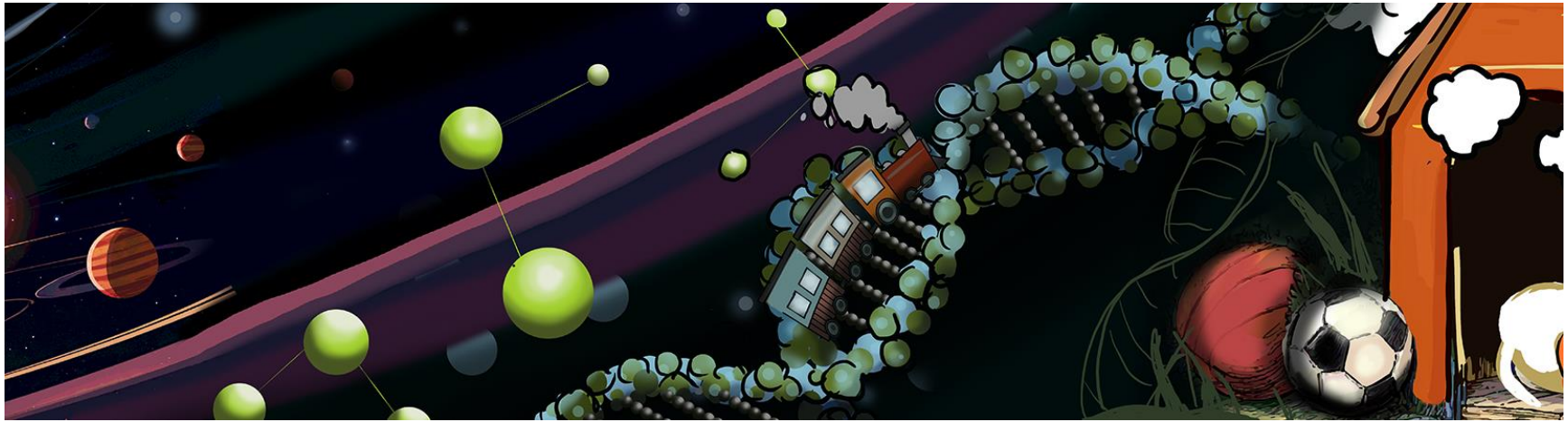














Item 4.



Arts, Culture & Heritage Commission Staff Report

Date: January 21, 2026

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: Temporary Pride Month Mural Artist Selection

Recommended Action:

In advance of the meeting, please review and rank the three artists (1st choice = 3 points, 2nd choice = 2 points, 3rd choice = 1 point). Each of the 3 artists should receive a different ranking/score. In addition to reviewing the packet materials, Commissioners are also welcome to visit Artists' websites/social media.

- Send completed score sheet attachment back to Erika Valentine EValentine@wilsonvilleoregon.gov by 10am on Tues January 20th.

At the January 21st ACHC meeting, the ACHC will discuss and make a determination on the *ranked list* in order preference. Please note that the scoring process is there to help provide the ACHC with a starting point for their discussion but does not automatically determine the final result as the ACHC will get to discuss.

At the January 21st meeting the ACHC should also discuss any design direction and input that they want staff to relay to the artist prior to them starting to work on a design. The ACHC will approve the actual mural design from the awarded artist at the March ACHC meeting.

Background and Process:

The purpose and goal of the mural is to provide visual representation to uplift, recognize and celebrate the LGBTQIA+ community and celebrate and honor Pride Month.

This is the 3rd Pride Month Mural Process the ACHC has participated in. Last year, staff worked with the organization Portland Street Art Alliance (PSAA), due to their large network of muralists. PSAA provided staff with a list of ten artists who they thought would be a good fit for the project. Staff narrowed that list down to five artists. PSAA reached out to those five artists to see if they were interested in the project. Artists were given information about the project such as "Designs may incorporate or be inspired by the Progress Pride Flag and its colors, but ultimately artists should use their own creativity when submitting a design that they feel is representative, celebratory and meaningful of the LGBTQIA+ community and Pride Month". They were also told that the site is very visible by both pedestrians and cars and will likely be utilized as a photo opportunity. The Selection Panel was provided with three artist options and recommended that two artists (Paola De La Cruz and Daren Todd) be compensated to create unique designs. Daren Todd was awarded the project for 2025.

For the 2026 Pride Mural process, staff has utilized the same artist roster from PSAA from 2025. Staff have provided the ACHC with the following three Artist options:

- Emi Tan

- Jax Ko
- Paola De La Cruz (*This Artist created a design for 2025 but was ultimately not selected; her design submitted for 2025 is included in this packet along with the other work samples. Should this artist be ranked highest by the ACHC and accept the project, the ACHC would need to vote on if they want the artist to utilize their 2025 design, edit the 2025 design, or create something new.)

When scoring the three artist design options, the ACHC should consider the following, per the City's Public Art Policy:

- Artistic excellence and quality
- Ability to respond to the specific contextual issues and considerations of this project (i.e theme), site location, its community, and users

Budget:

The Artist stipend for this project is \$3,000 which includes everything (design work/time, supplies, etc.)

Next Steps:

Staff will reach out to the first choice artist to see if they are interested and accept the project and go over relevant deadlines. If necessary, staff will reach out to the other artists, in the order that they have been ranked. Staff will also execute a contract.

Attachments

1. Mural Site and previous examples
2. Score Sheet

Artist Options – Work Samples

3. Emi Tan
4. Jax Ko
5. Paola De La Cruz
 - a. 2025 Design

Image of Site. Mural will be on area UNDER the orange line. Windows are found at the Parks & Recreation Admin. Building 29600 Park Pl. Painting on exterior outside glass ONLY (no painting on black framing). Approx 310 Sq Ft. Measurements are not exact.



Past Examples (Ren Kyles)



Daren Todd

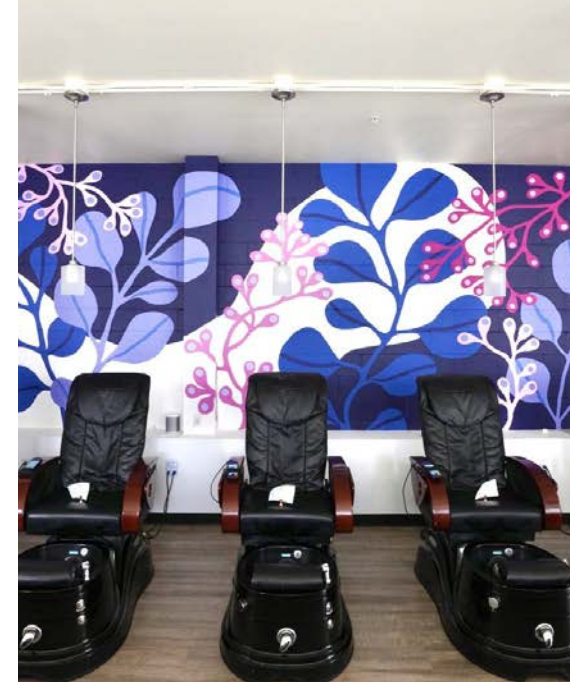


ACHC Name:

| ARTIST | SCORE: 1st choice = 3 points, 2nd choice = 2 points, 3rd choice = 1 point | Notes - Writing notes here are optional. Panelists can rely on them during review discussions. Notes are public record. |
|------------------|---|---|
| Emi Tan | | |
| Jax Ko | | |
| Paola De La Cruz | | |

Emi Tan

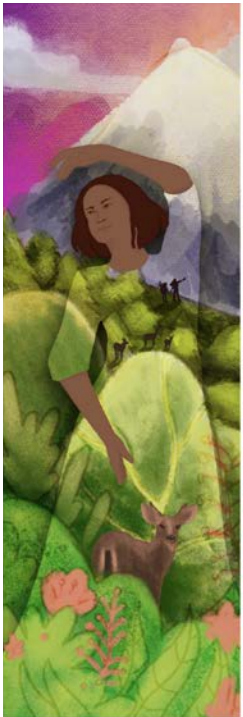
www.pipjonesart.com
Instagram: pip.jones.art

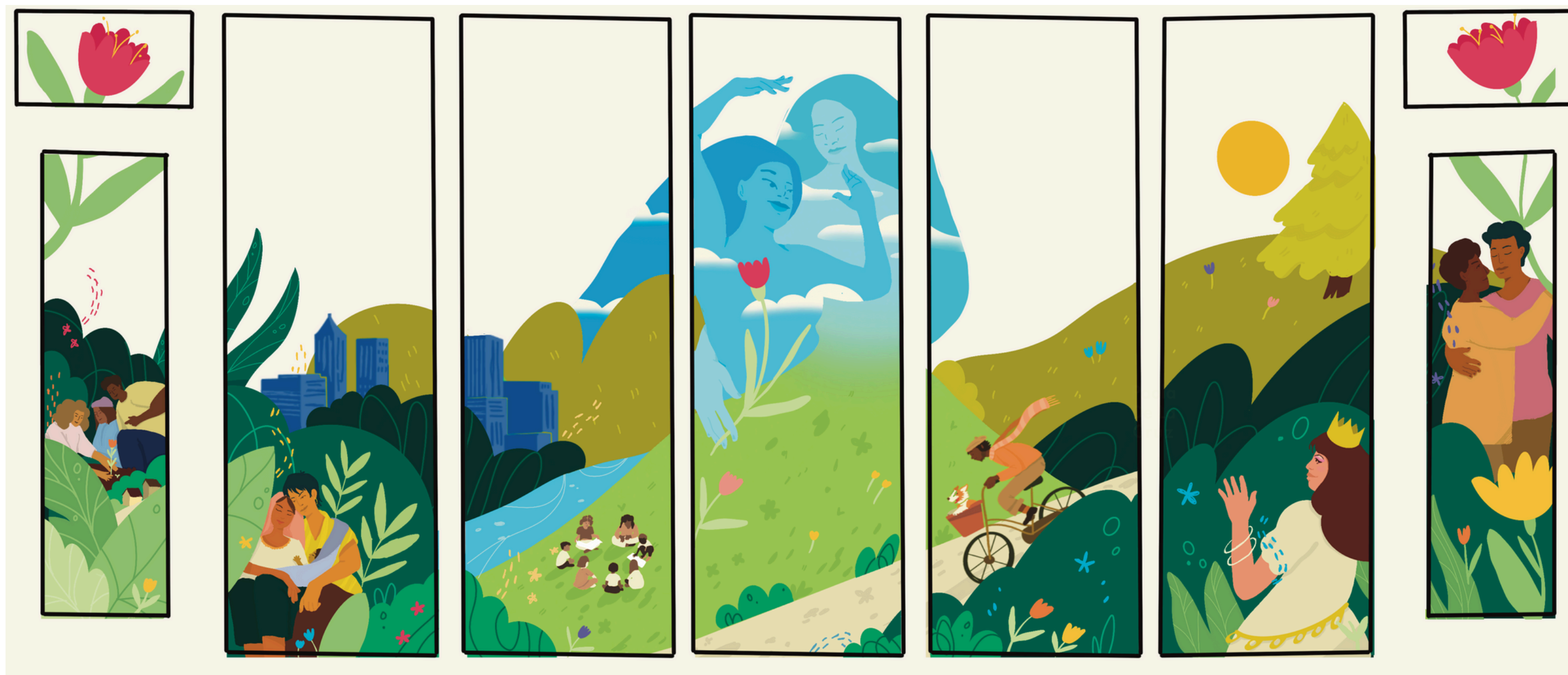




Paola De La Cruz

www.paoladelacruz.com
Instagram: happynappystudio





Keywords: Community, Growth, Inclusive

Concept: This design focuses on the emotional intimacy within queer communities—how we show up for and with each other in soft, intentional ways. This design is about the love that lives in everyday moments: resting together, riding bikes, holding hands, tending to one another. I wanted to move away from the usual Pride Month clichés and instead create something that feels rooted, tender, and spiritual. The spiritual beings are a depiction of queerness ancestries and an acknowledgment that queer love has and will always thrive. The colors of the Pride Flag are woven into the flowers as a subtle nod. At its heart, this mural is a celebration of how we care, connect, and exist together.



thank you!

2025

pdelacruzillustration@gmail.com



Arts, Culture & Heritage Commission Staff Report

Date: January 21, 2026

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: ACHC Event Planning Discussion and Subcommittee Formation

Recommended Action

The Commission should discuss if they would like to decide on a theme for the July 9th ACHC event as well as if they'd like to focus on a certain genre of performing arts, which will provide direction to staff for solicitation and booking of performance groups.

The ACHC should also consider creating a subcommittee for the event to streamline planning, which would require at least 3 Commissioners with a maximum of 4. This will allow planning to take place outside of the ACHC meetings.

Background

At the November 19, 2025 ACHC meeting the Commission debriefed the previously held Multicultural Dance Celebrate Event which took place in April 2025 at the McMenamins Old Church. The Commission debriefed the event and also brainstormed for the future. The consensus was to utilize City Parks or Facilities as there are no rental costs for City Programs.

Following the November Meeting, Staff reserved Thursday July 9th at Town Center Park for an ACHC Event. Staff has also put a hold on that date with the sound company that the City utilizes for other City Events/Concerts.

The Commission should provide general guidance to staff regarding if there is a desired theme/genre(s) of performing arts. The ACHC should also consider creating a subcommittee for the event to streamline planning. A subcommittee would require at least 3 Commissioners with a maximum of 4. Due to staff scheduling constraints, meetings would take place during the day between 9am – 4pm.

Budget

The event has a budget of approximately \$3,000 to cover performance groups, sound company, and any additional materials.



Arts, Culture & Heritage Commission Staff Report

Date: January 21, 2026

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: Community Cultural Events & Programs (CCEP) Grant Review

Grant Review Reminders:

As you review the grants you should consider the following:

- Does the application meet the criteria of the CCEP Grant as outlined in the Grant Guidelines document?
- Does the budget provided describe how the funds will be spent?
 - Budgets should be detailed, not generalized, and clearly explain how awarded funds are going to be used.
- Does the application and project have a reasonable timeline for completion?

Directions and process for the Grant Review process during the January 21st ACHC meeting:

- ACHC members should read the grant applications and grant guidelines prior to the meeting.
 - Applications should not be discussed with ACHC members ahead of the public meeting.
- Once the meeting begins, the applicants will have 3 minutes to tell the ACHC about their project.
- After their 3 minutes, the ACHC will have the opportunity to ask any clarifying questions.
- Following the Q & A, ACHC members will have an opportunity to discuss and share their thoughts/comments.
- Once all comments are shared, ACHC members will need to decide if they want to award the available funds and how much to each applicant.
- This has typically been done with one member making a suggestion, others having an opportunity to comment or suggest an adjustment.
- At a point when the ACHC appears to be on the same page, a motion to award grant funds will be needed. A “second” of that motion will also be needed. At that time an opportunity for discussion is allowed before taking a vote on the motion. If the vote passes, the process is complete. If the vote does not pass, another motion will be needed and the above process repeated until a passing vote is accomplished.

The ACHC’s recommendation by way of their motion would then get forwarded onto City Council for final approval. City Council is scheduled to approve the ACHC’s recommendation at the February 19th, 2026 City Council Meeting.

Attachments:

Grant Guidelines
Cover Sheet

Applications

Charbonneau Arts Association
Korean War Veterans Association – Oregon Trail Chapter 72
Oregon Old Time Fiddlers' Association District 7
Rotary Club of Wilsonville
Wilsonville Choral Arts Society
WilsonvilleSTAGE

Purpose

The grant is intended to aid Wilsonville non-profit organizations to produce projects, programs, or events that promote arts, culture, history, and heritage; and for festivals and special events for the benefit of the Wilsonville community. The grant program seeks to stimulate participation in local culture.

Types of Projects to be Considered

- A new project or event that would further arts, culture, history, or heritage for the benefit of the Wilsonville community.
- An annual Wilsonville event with the introduction of new or expanded attractions or partners that engages Wilsonville's artists, craft persons, and creatives.
- Media advertising, public relations, or marketing campaigns/projects in support of arts, culture, history, or heritage projects or events.
- Program improvements that increase access to arts, culture, history, and heritage for special populations including newcomers to Wilsonville, low-income residents, ethnic minorities, and others that may not feel included in community life.

Applicant Criteria

- 1) Applicant must be a qualified tax exempt or non-profit organization.
- 2) Only one City grant per fiscal year (July – June) will be awarded to any one organization.
- 3) Project/event must take place within the Wilsonville city limits
- 4) An organization that is awarded a grant will only be considered for a grant in future funding cycles if the previously awarded grant project has been completed and complied with grant procedures, including filing a final financial statement and project evaluation.

Funding

Funding for this grant program is \$25,000, which is disbursed to multiple organizations. The funds are made available from the City of Wilsonville general fund.

Process

The online application for the City of Wilsonville Community Cultural Events and Programs Grant will be the primary way of communicating project funding intentions to the grant review committee. Be sure to include all important information you want the board to be aware of in this application.

- Applicants are strongly encouraged to attend the meeting of the City's Arts, Culture, and Heritage Commission to make a brief presentation. The presentation will be limited to a maximum of three minutes. The best use of this time is to emphasize the importance or impact of your project, service, or program, not to recap or review your written material.

****See meeting date on website.**

- Please be sure that your request satisfies the conditions of the grant and that you provide all the information requested. Incomplete applications will not be considered.

Evaluation Criteria

The City of Wilsonville's Arts, Culture, and Heritage Commission will review applications and make funding recommendations to City Council according to the criteria and the intent of the grant program.

Item 7.

Items to Address in Application

- 1) The project must demonstrate a clear need for financial assistance. Factors such as all other available financial resources and the organization's total budget will be considered.
- 2) The project must demonstrate potential to further arts, culture, history, or heritage. Consideration will be given to the uniqueness and quality of your project.
- 3) Projects receiving grant funds must be completed within a year and a half from time of receiving funds.
- 4) The project must provide evidence of equal matching resources other than the grant.
 - Matched resources may be in the form of in-kind donations or cash.
 - Matching funds must be documented and must be committed prior to the distribution of grant funds.
- 5) Annual events must show continued access to additional supporting funds other than City resources.

Important Financial Information

- 1) The total maximum amount to be granted is limited to \$25,000. Full funding is rare due to the number of applicants competing for the available funds.
- 2) If an organization is awarded and accepts funds less than their request, they will be expected to fulfill the project as presented in their application or notify the City of alterations of the goals of the project. If a project is cancelled for any reason, any grant funds must be returned to the City of Wilsonville.
- 3) Upon receipt of grant funds, the administering organization agrees to be bound to the commitments of their application. If it is determined that grant monies are used for any item not specified within the grant application, or in the timeline specified, the funds in question must be returned to the City of Wilsonville.
- 4) The organization receiving grant funds and the officers named in the application are jointly and severally responsible for the final financial report required with approved applications.
- 5) The final report must include financial income and expense statements related to the project and a copy of any publicity or printed materials that include the statement acknowledging the source of funds. List your achievements, and accurately verify attendance and/or people served.

If you have any questions, please contact:

Erika Valentine, Arts & Culture Program Coordinator – Parks and Recreation Department

(503) 570-1629

EValentine@wilsonvilleoregon.gov

**Community Cultural Events & Programs Grant
2026 Application/Award Log Cover Sheet**

| Organization/Business | \$ Request | \$ Award |
|--|--------------------|-----------------|
| Charbonneau Arts Association | \$10,000.00 | |
| Korean War Veterans Association - Oregon Trail Chapter 72 | \$4,500.00 | |
| Oregon Old Time Fiddlers' Association District 7 | \$8,000.00 | |
| Rotary Club of Wilsonville | \$8,000.00 | |
| Wilsonville Choral Arts Society | \$1,193.33 | |
| WilsonvilleSTAGE | \$3,000.00 | |

| | |
|---------------------|--|
| \$34,693.33* | |
|---------------------|--|

*Total Grant requests exceed the \$25,000 annual allotment by \$9,693.33

Project Title Increase Attendance and Sponsorships at Charbonneau Arts Association Events

Applicant Name Charbonneau Arts Association

Contact (Name) Cathi McLain

Title Board President

Project Duration: Start Date 2/1/2026

Estimated Completion Date 11/1/2026

Project Budget

Total Project Budget \$ 20,000.00

Applicant Cash Match (a) \$ 5,000.00

In-Kind Resources (b) \$ 5,000.00

Total Applicant Match (a+b) \$ 10,000.00

Grant Request \$ 10,000.00

Project Narrative Questions

Provide a project description

This grant application is in support of Charbonneau Arts Association's events, which meet our mission as a 501(c)(3) organization.

- **COMMUNITY:** To provide a venue for the appreciation of visual arts, performing arts, and other fine arts.
- **STUDENTS:** To create opportunity for local public-school students to exhibit and demonstrate their art and to perform musically and theatrically.
- **TEACHERS:** To raise funds to provide ongoing support for the visual arts and performing arts in the Wilsonville and Canby areas of Clackamas County, Oregon.

In support of this mission, CAA annually hosts the Wilsonville Festival of the Arts @ Charbonneau and introduced "Blues for Schools" - Wilsonville Festival of Music @ Charbonneau in 2025. The latter was launched with a Community and Cultural Events grant from the City of Wilsonville. It was a successful event, breaking even in revenues and generating significant community support. Due to the time needed to plan a major

music festival, it was decided to use 2026 to plan for an August 2027 event, allowing us sufficient time to generate sponsors and secure the bands, who often book a year in advance.

The 2025 Festival of the Arts generated sufficient revenues to enable us to continue our substantial donations to the high school art programs in Wilsonville and Canby, but attendance was lower than expected, affecting sales in the Artisan Booth Show and Festival Store. With both of our major events, we relied on traditional media advertising. Even with considerable discounts from Carpenter Media, the publisher of the Wilsonville Spokesman, Lake Oswego Review, West Linn Tidings, and other local newspapers, it was expensive and results were questionable.

It has become clear that we need to focus more on social media marketing and less on traditional marketing channels if we are to increase attendance at the events we host. Our volunteers are well-versed in traditional public relations avenues, but social media platforms require a whole new skill set. We want to attract a younger audience. This requires continual posts to build followers in the Wilsonville community and surrounding areas. Advertising in these platforms also requires a different approach. Therefore, we are requesting funds to allow us to hire a social media marketing consultant to help us expand our basic Facebook and Instagram presence with regular posts, reels, and ads, and to launch us on TikTok and with ads on Google. This consultant will also train an ongoing group of volunteers to help and continue this function going forward. We will continue a minimal presence in print media.

How will your project promote arts, culture, history, or heritage in Wilsonville

As a project that has been held annually since the 1980's, the Charbonneau Festival of the Arts has grown from a small neighborhood arts and crafts fair to a major promoter of the arts that extends beyond Charbonneau to the greater Wilsonville and Willamette Valley areas. The Festival of Music expanded this effort to include performing arts. Since the dissolution of Wilsonville Arts and Culture Council (WACC), Charbonneau's Festival of the Arts has become the only such event in Wilsonville and is now called Wilsonville Festival of the Arts @ Charbonneau. By providing financial support to Wilsonville High School's arts programs, we help to support the future artists in our community.

How will your project benefit the Wilsonville Community?

The Wilsonville Festival of the Arts @ Charbonneau is a free event that is open to the community of Wilsonville. The festival is run by volunteers, all but a few of whom are Wilsonville residents. The Artisan Booth Show offers local artisans and artists a venue for sale of their wares, and the Fine Art Gallery offers community members a chance to

view and purchase fine art by area artists. The Student Gallery showcases the impressive work of the high schools' art students. Our financial support of Wilsonville High School art classes is by extension, a benefit to the Wilsonville Community. The Festival of Music that will be in planning stages in 2026, will bring world-class musicians to the community in August of 2027.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

Our goals are:

- To increase attendance at our events and thus increase proceeds that can be donated to the local fine arts and performing arts programs.
- To continue building our community ties with greater Wilsonville.
- To expand our donations and support of performing arts as well as fine arts programs in the schools.

We will know that we have succeeded if our attendance tallies increase and we see measurable increases in art sales.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.)

Our previous grants have focused on building our Festival of the Arts infrastructure, including a professionally designed website, and high-quality display panels for our fine art gallery. We expect this grant to help us generate more attendees. We will also add artist demonstrations during the festival weekend, featuring the high school art teachers and some of their students, as well as professional artists whose art will be on display in the Fine Art Gallery.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

We are an all-volunteer organization with a 10-member board of directors. The Art Festival and Music Stage Organizing Committee chairs are members of the board. The committees meet monthly and include an event planner, and members of the Charbonneau Country Club and SpringRidge staff. We have more than 50 of volunteers with the expertise needed to manage our organization and help with the two festivals, including finances and budgets; a talented web administrator who donates her time and many of her costs. Two of our board members are tasked with securing sponsors, which helps support expenses and allows for more donations to the high school programs. Our 2025 Festival of the Arts had 150 volunteers working in many areas to assure its

success. We expect to have several of these volunteers work with the hired consultant to learn how to support the social media efforts on an ongoing basis.

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match.

| Income Sources | Amount |
|---|-------------|
| Grant | \$10,000.00 |
| Cash Match from CAA reserves | \$5,000.00 |
| In Kind Volunteer Hours to learn and assist digital processes | \$2,500.00 |
| Charbonneau Country Club: Matching In Kind (Venue, staff) | \$2,500.00 |
| | |
| | |
| | |
| | |
| Total Project Income | \$20,000.00 |

| Expenses - Must be specifically itemized | Amount |
|--|-------------|
| Social Media Consultant 10 hrs/mth, 10 mths, \$85/hr | \$8,500.00 |
| Digital advertising and placement fees | \$6,500.00 |
| CAA Labor Hours to learn/assist digital processes (100 hrs @\$25/hr) | \$2,500.00 |
| Charbonneau Country Club: Matching In Kind (Venue, staff) | \$2,500.00 |
| | |
| | |
| | |
| | |
| Total Project Expense | \$20,000.00 |

CAA Budget Detail Report

OK OK

| Account | Description | 2026 Budget | 2026 Budget Notes & Assumptions |
|---------|--|---------------|---------------------------------|
| 1001 | Onpoint Ck + Sv Beginning Balances | 31,022 | |
| | | | |
| | PROJECT SOCIAL MEDIA Income | | |
| 3001 | Wilsonville Grant | 10,000 | |
| 3002 | Cash Match from CAA | 5,000 | |
| 3003 | In Kind Labor from Volunteers | 2,500 | |
| | Charbonneau Country Club: Matching In Kind (Venue, staff) | 2,500.00 | |
| | Subtotal | 20,000 | |
| | PROJECT SOCIAL MEDIA Expenses | | |
| 3101 | Social Media Consultant (100 hrs @\$85) | (8,500) | |
| 3102 | Digital advertising and placement fees | (6,500) | |
| 3103 | CAA Labor Hours to learn/assist digital processes (100 hrs @\$25/hr) | (2,500) | |
| | Charbonneau Country Club: Matching In Kind (Venue, staff) | (2,500) | |
| | Subtotal | (20,000) | |
| | TOTAL PROJECT SOCIAL MEDIA CONTRIBUTION | - | |
| | | | |
| | ART FESTIVAL Income | | |
| 4200 | Festival Sponsors & Donations | 4,000 | |
| 4250 | Festival Registrations | 6,000 | |
| 4251 | Silent Auction | 7,500 | |
| 4252 | Art Gallery & Store & Misc Sales | 6,000 | |
| 4253 | Opening Night Tickets Sales | 1,000 | |
| 4254 | Clackamas Country Grant | | |
| | Subtotal | 24,500 | |
| | ART FESTIVAL Expenses | | |
| 5200 | Festival Advertising Expenses | (4,000) | |
| 5201 | Printing & Other Materials | (1,500) | |
| 5203 | Custodial & Monitor & Other Services | (1,200) | |
| 5250 | Zapplication Subscription | (1,100) | |

CAA Budget Detail Report

OK OK

| Account | Description | 2026 Budget | 2026 Budget Notes & Assumptions |
|---------|--|--------------|--|
| 5251 | Silent Auction Expenses | (500) | |
| 5252 | Artists Sales Proceeds (80%) | (4,800) | |
| 5253 | Opening Night Expenses | (500) | |
| 5255 | Food & Beverage Expenses | (500) | |
| 5256 | Greater Giving Subscription | (800) | |
| 5257 | CAFÉ Subscription | - | |
| 5260 | Misc Supplies | (300) | |
| 5261 | Misc Signage | (500) | |
| 5263 | Musicians & Entertainment | (400) | |
| 5264 | Display Systems | - | |
| 5286 | Student Gallery Trophies | (200) | |
| | | | |
| | Subtotal | (16,300) | |
| | TOTAL ART FESTIVAL CONTRIBUTION | 8,200 | |
| | | | |
| | MUSIC STAGE Income | | December Only |
| 4300 | Music Stage Ticket Sales | - | FREE, Ask for Donations |
| 4301 | Music Stage Sponsors | 3,000 | Sponsors for Musicians |
| 4010 | Matching Campaign General Fund | - | |
| 4302 | Performing Arts Fund Donations | 6,000 | |
| | Subtotal | 9,000 | |
| | MUSIC STAGE Concert Expenses | | |
| 5300 | MSOC Performers | (3,000) | Big Horn Brass Holiday Concert? |
| 5301 | MSOC Other Expenses | (500) | No Major Advertising outside of Charbonneau, Residents encouraged to invite family/friends |
| | Subtotal | (3,500) | |
| | TOTAL MUSIC STAGE CONTRIBUTION | 5,500 | |
| | | | |
| | MUSIC FESTIVAL PROJECT Income | | Planned to skip 2026, return in 2027 |
| 6001 | Ticket Sales | | |

CAA Budget Detail Report

OK OK

| Account | Description | 2026 Budget | 2026 Budget Notes & Assumptions |
|---------|---|-------------|---|
| 6002 | Sponsors & Donors | | |
| 6003 | Merchandise Sales and Fees | | |
| 6004 | Grant from City of Wilsonville | | |
| | Subtotal | | |
| | MUSIC FESTIVAL PROJECT Expenses | | |
| 6101 | Site, Stage, and Audio expenses | | |
| 6102 | Talent & Program Development | | |
| 6103 | Marketing & Promotion | | |
| 6104 | Sunday Parking Services | | |
| 6105 | Other Expenses (& contingencies) | | |
| | Subtotal | | |
| | TOTAL MUSIC FESTIVAL CONTRIBUTION | - | |
| | | | |
| | GENERAL FUNDRAISING Income | | |
| 4000 | Individual Donations | 200 | |
| | Subtotal | 200 | |
| | GENERAL FUNDRAISING Expenses | | |
| 5000 | Fundraising Expenses | (500) | E.G. Brochures for Donors and Sponsors, mailing costs |
| | Subtotal | | |
| | TOTAL GENERAL FUNDRAISING CONTRIBUTION | 200 | |
| | | | |
| | ADMIN & GENERAL Income | | |
| 4099 | Misc Income | 50 | Includes interest on Savings Account |
| | Subtotal | 50 | |
| | ADMIN & GENERAL Expenses | | |
| 5001 | Corporate Filings | (1,000) | includes CPA fees for state and federal tax filings |
| 5002 | PO Box Rental | (200) | |
| 5003 | Insurance Expense | (2,000) | D&O, General Liability, Alcohol Liability |
| 5099 | Misc A&G Expenses | (100) | |

CAA Budget Detail Report

OK OK

| Account | Description | 2026 Budget | 2026 Budget Notes & Assumptions |
|---------|---|-----------------|---|
| 5258 | Website & POS Expenses | (1,000) | |
| | Subtotal | (4,300) | |
| | TOTAL ADMIN & GENERAL CONTRIBUTION | (4,250) | |
| | CAA GRANTS given | | |
| 5901 | Fine Arts Grants Given prior year | - | |
| 5902 | Performing Arts Grants Given | (5,000) | |
| 5903 | Fine Arts Grants Given current year | (20,000) | |
| | Subtotal | (25,000) | |
| | TOTAL GRANTS GIVEN | (25,000) | |
| | NET INCOME | (15,350) | |
| 1002 | Onpoint Ck + Sv Ending Balances | 15,672 | \$5,610 held in reserve (WACC donation) in 2025 |

| | | | |
|-----------|-------------------------------------|----------|--|
| As Of ==> | 11/10/2025 | Forecast | |
| | Performing Arts Fund Balance 1/1/25 | | |
| | Net Result of 2025 Music Pgms YTD | | |
| | Performing Arts Fund Balance YTD | | |
| | General Fund/Fine Arts Balance YTD | | |
| | Current Onpoint Total Ck + Sv: YTD | | |



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: ☐ Community Opportunity Grant ☒ Community Cultural Events and Programs Grant

Name of Project/Event: Wilsonville Music Festival @Charbonneau "Blues for Schools"

Project Contact Name: Alice Galloway

Project Contact Email: gallowaynw@gmail.com

Project Contact Phone: 503-320-5740

Project Date/Date Range: March 1, 2025 - October 1, 2025

1. Please list the activities or elements of the program/project/event that took place:

Six months of preparation. Partnering with Cascade Blues Association for music coordination. Two-day festival with two stages, indoor and outdoor, 7 bands, KOIN-TV Ken Boddie host, festival cups sale benefiting schools, city permit, parking plan allowing parking on French Prairie Road, food trucks, Market Cafe bars, 50 volunteers.

2. Were the goals listed in your narrative achieved? How?

Our main goal was to generate support for Canby and Wilsonville High School performing arts programs. Although the festival did not achieve expected revenues, with the help of Charbonneau Festival of the Arts and CAA donations, both schools and their performing arts programs will benefit from donations that fill the gaps in their programs. Other goals were to bring high quality music to attendees and to attract families to Wilsonville and Charbonneau from other areas in

3. Who benefited from your project or event? How many? Where from?

Approximately 450 people attended Saturday night and the all-day Sunday festival. Another 50 volunteers attended the two-day event. This was the first large-scale music festival held at Charbonneau. Families from surrounding areas and from Portland came to listen to high-quality blues music and to see Ken Boddie host. Performing arts students will benefit from our financial support.

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

The 2025 Wilsonville Music Festival @Charbonneau "Blues for Schools" broke even (revenues vs. expenses). Income from the City's grant, sponsors, donations and ticket sales was \$25,592. Expenses for bands, staging, sound, set-up and take-down, portable toilets, parking cone set-up, city permit, marketing and promotion were \$25,527. We have learned so much about how to cut expenses and increase revenues by taking 2026 to prepare for the next Wilsonville Music Festival

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

CAA Budget Detail Report

11/8/25

NOT NOT

| Account | Description | Actuals YTD | 2026 Budget Notes & Assumptions |
|---------|--|-------------|--------------------------------------|
| | | | |
| | MUSIC FESTIVAL PROJECT Income | | Planned to skip 2026, return in 2027 |
| 6001 | Ticket Sales | 9,069.03 | |
| 6002 | Sponsors & Donors | 6,111.10 | |
| 6003 | Merchandise Sales and Fees | 311.98 | |
| 6004 | Grant from City of Wilsonville | 10,000.00 | |
| | Subtotal | 25,492.11 | |
| | MUSIC FESTIVAL PROJECT Expenses | | |
| 6101 | Site, Stage, and Audio expenses | (9,048.80) | |
| 6102 | Talent & Program Development | (5,850.00) | |
| 6103 | Marketing & Promotion | (8,714.92) | |
| 6104 | Sunday Parking Services | (1,445.61) | |
| 6105 | Other Expenses (& contingencies) | (467.97) | |
| | Subtotal | (25,527.30) | |
| | TOTAL MUSIC FESTIVAL CONTRIBUTION | (35) | |

CAA Budget Detail Report

11/8/25

NOT NOT

| Account | Description | Actuals YTD | 2026 Buget Notes & Assumptions |
|---------|--|-------------|--------------------------------------|
| | | | |
| | MUSIC FESTIVAL PROJECT Income | | Planned to skip 2026, return in 2027 |
| 6001 | Ticket Sales | 9,069.03 | |
| 6002 | Sponsors & Donors | 6,111.10 | |
| 6003 | Merchandise Sales and Fees | 311.98 | |
| 6004 | Grant from City of Wilsonville | 10,000.00 | |
| | Subtotal | 25,492.11 | |
| | MUSIC FESTIVAL PROJECT Expenses | | |
| 6101 | Site, Stage, and Audio expenses | (9,048.80) | |
| 6102 | Talent & Program Development | (5,850.00) | |
| 6103 | Marketing & Promotion | (8,714.92) | |
| 6104 | Sunday Parking Services | (1,445.61) | |
| 6105 | Other Expenses (& contingencies) | (467.97) | |
| | Subtotal | (25,527.30) | |
| | TOTAL MUSIC FESTIVAL CONTRIBUTION | (35) | |

Project Title Korean Defense Service Memorial

Applicant Name Korean War Veterans Association - Oregon Trail Chapter 72

Contact (Name) Mary Gifford

Title Treasurer

Project Duration: Start Date September 2025

Estimated Completion Date September 2026

Project Budget

Total Project Budget \$ 25,000.00

Applicant Cash Match (a) \$ 4,500.00

In-Kind Resources (b) \$ 0.00

Total Applicant Match (a+b) \$ 4,500.00

Grant Request \$ 4,500.00

Project Narrative Questions

Provide a project description

We propose the installation of a Korean Defense Service Memorial at the Oregon Korean War Memorial in Wilsonville. This new monument will honor all United States military personnel who have served in Korea from July 28, 1954, to the present—recognizing those who made the ultimate sacrifice, as well as the many thousands who continue to help preserve peace along the Demilitarized Zone.

The centerpiece of the project will be a 5 1/2' by 2 1/2' by 8" granite monument, carved in Colonial Rose, featuring a bronze plaque inscribed:

“Dedicated to all Korean Defense Service Veterans who served in defense of the Korean Peninsula and to all who paid the ultimate sacrifice.”

This design complements the existing memorial, which honors the 298 Oregonians lost during the Korean War, and extends its timeline to reflect decades of ongoing service.

The Korean Peninsula remains divided, with no peace treaty ever signed, and American

troops continue to defend freedom in the region. This new memorial will serve as a lasting reminder that freedom is not free.

The total project budget is \$25,000. We seek grant support to help fund construction, installation, and public outreach efforts, including a formal dedication ceremony and educational materials.

How will your project promote arts, culture, history, or heritage in Wilsonville

This project promotes history and heritage by expanding the Oregon Korean War Memorial to honor the continued service of U.S. military personnel in Korea since 1954. It brings attention to an often-overlooked chapter of American history, highlighting a mission that remains ongoing more than 70 years after the armistice. Over 30,000 U.S. troops have remained stationed in South Korea, with more than 1,200 lives lost in peacetime operations—a legacy of service that deserves recognition.

By adding this monument, we enhance the educational and cultural value of the memorial site, helping visitors understand the long-term U.S. role in preserving peace and stability on the Korean Peninsula. This addition will also deepen public appreciation for the sacrifices made by service members in the decades since the war formally ended.

In addition, the monument's design—crafted in granite and bronze—adds to Wilsonville's public art landscape. It serves not only as a commemorative structure but also as a work of art that expresses enduring values: patriotism, peace, and remembrance.

How will your project benefit the Wilsonville Community?

The Korean Defense Service Memorial will provide a permanent and welcoming space for reflection, education, and remembrance. It gives Wilsonville residents and visitors the opportunity to learn about America's ongoing role in Korea—an era of service often overlooked in school curricula and public discourse.

This project will support community engagement through a public dedication ceremony and encourage regular visits to the site by veterans, students, families, and civic groups. It will also serve as a meaningful location for future veteran recognition events, cultural programs, and educational tours.

The memorial strengthens Wilsonville's identity as a city that honors its veterans, supports public art, and helps preserve important chapters of American and global history. Currently, the Korean War Memorial receives visitors on Memorial Day, Veterans

Day, and other occasions. With this addition, we expect increased interest from Korean-American organizations, military families, schools, and heritage-focused visitors throughout the year.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

Our primary goal is to raise the full \$25,000 needed to install the Korean Defense Service Memorial by spring 2026. Success will be measured by three outcomes: (1) the completed installation of the granite monument and bronze plaque, (2) a well-attended public dedication ceremony, and (3) strong engagement from the community through outreach and educational efforts.

We will track visitor interest during key events such as Memorial Day and Veterans Day, and gather feedback from attendees, school groups, and veteran families. In particular, we will work with local veterans' organizations and educators to encourage visits and discussions centered on the expanded historical timeline.

The Oregon Trail Chapter of the Korean War Veterans Association has already begun fundraising and secured early contributions. Support from the Community Cultural Grant will help close the remaining funding gap and ensure the project is completed on time. Community response to the dedication event and long-term engagement with the site will help us evaluate the impact of the memorial in honoring Korean Defense Service Veterans and educating the public.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.)

This is a new, one-time memorial installation and not part of an annual event. However, the dedication ceremony may be scheduled to coincide with existing commemorative events at the Oregon Korean War Memorial, such as Memorial Day or Veterans Day.

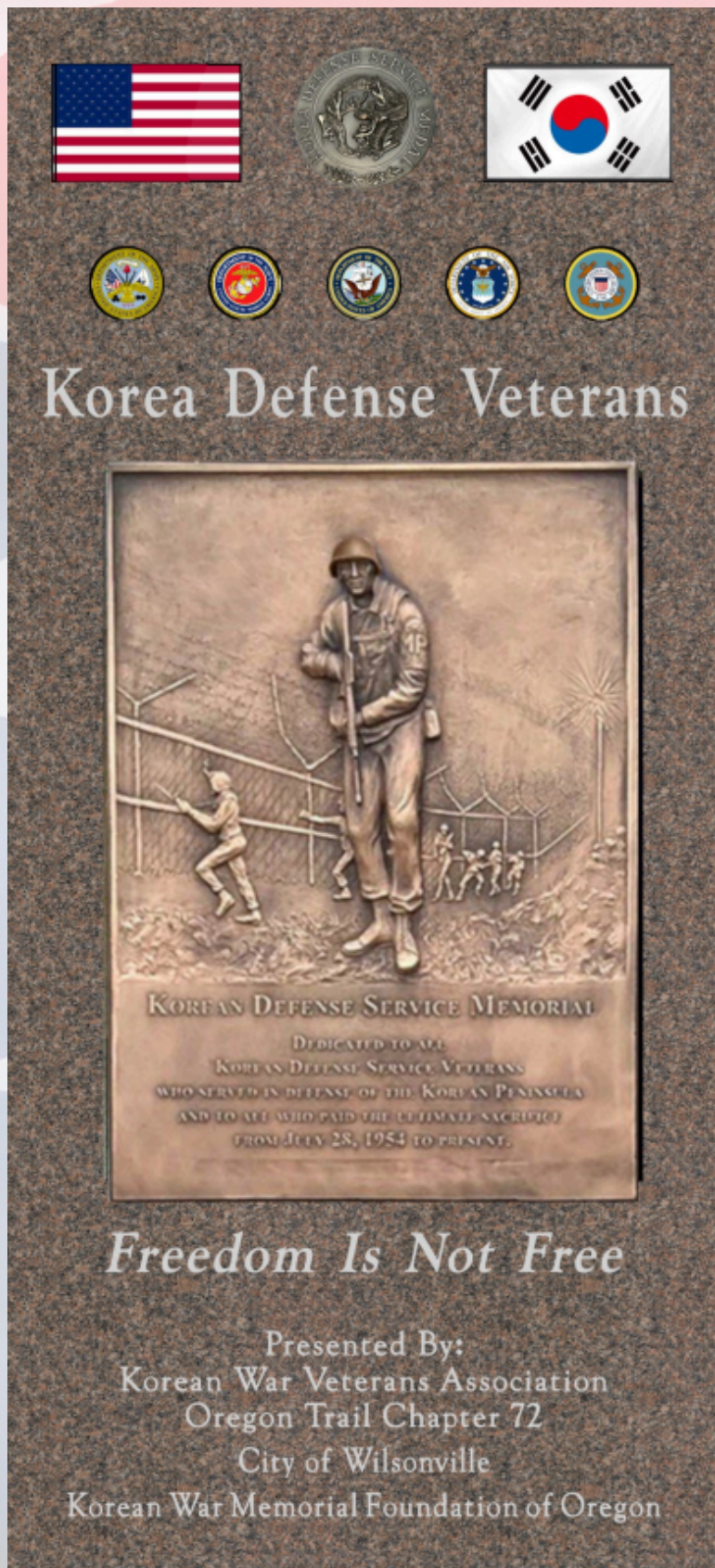
We also anticipate building new and expanded partnerships for the dedication, including collaboration with local schools, veteran service organizations, and Korean-American cultural groups. These partnerships will help enhance public engagement and educational opportunities, both during the dedication and in future community observances.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

The Oregon Trail Chapter of the Korean War Veterans Association is a 501(c)(19) nonprofit organization with decades of experience honoring veterans and coordinating memorial projects in partnership with municipalities and community stakeholders. Our members include veterans who served in both the Korean War and the Korean Defense period, offering firsthand knowledge and deep personal commitment to this effort.

The Association has successfully completed similar memorial installations and maintains strong relationships with local volunteers, veteran support networks, and civic partners. We will rely on volunteer support for event planning, outreach, and coordination, while donations and in-kind contributions will assist with printing, design, and dedication expenses.

We are also working with trusted local vendors and contractors for the fabrication and installation of the granite monument and bronze plaque. The community has already shown strong interest in the Oregon Korean War Memorial Park, and we are confident this meaningful addition will be realized with broad public support and lasting community pride.



The following words will be permanently inscribed on the face of the memorial plaque:

**Korean Defense Service Memorial
Dedicated To All**

Korean Defense Service Veterans

Who Served In Defense Of The Korean Peninsula

And To All Who Paid The Ultimate Sacrifice

From July 28, 1954 To Present.



Help Us Build the Korean Defense Service Memorial

Item 9.

Honoring All Who Served – And All Who Sacrificed

We are raising **\$25,000** to install a permanent Korean Defense Service Memorial at the **Oregon Korean War Memorial** in Wilsonville, Oregon.

This 5 ½ x 2 ½ ft. monument, etched in Colonial Rose granite, will **honor the men and women who have defended the Korean Peninsula from 1954 to the present**, including over 1200 who gave their lives in service.

Thousands of American troops have served in Korea since the armistice and **many continue to serve today**, helping to preserve peace in one of the world's most fragile regions.

This Memorial Will:

Honor all who served and sacrificed in Korea

Recognize ongoing U.S. military service in the region today

Create a lasting place for reflection, remembrance, and education

Freedom is not free!



Send donations by check to:

Oregon Trail Chapter, KWVA

PO Box 25

Gladstone, OR 97027

Please put

“KDV Monument”

in the memo

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include h

| Income Sources | Amount |
|--|-------------|
| Matching Funds from donations/treasury | \$4,500.00 |
| Additional Fundraising/grants | \$20,500.00 |
| | |
| | |
| | |
| | |
| | |
| Total Project Income | \$25,000.00 |

| Expenses - Must be specifically itemized | Amount |
|---|-------------|
| Clay model | \$4,900.00 |
| Mold Cost | \$1,850.00 |
| Bronze Reproduction | \$3,950.00 |
| 5 ¾ Bronze Korea Defense Service Medal | \$380.00 |
| Packing and Shipping for Medal and Plaque | \$450.00 |
| Upright Memorial: Colonial Rose, Polished | \$6,700.00 |
| Porcelain Photo: Color, Round 3x3 | \$1,400.00 |
| Porcelain Photo: Color, Rectangle 8x5 | \$976.00 |
| Concrete Reinforced Foundations and Installat | \$595.00 |
| Promotions and Marketing | \$3,799.00 |
| Total Project Expense | \$25,000.00 |

| Organization Budget | | | | | |
|----------------------------|--|------|----|---------|--------|
| | | | | | |
| | This budget shows how this project fits into your organization. The project should | | | | |
| | | | | | |
| | Fiscal Year: | 2025 | to | current | |
| | | | | | |
| | Income Sources | | | | Amount |
| | Donations and Dues | | | | 3715 |
| | CCEP Grant | | | | 4500 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Total Organization Income | | | | 8215 |
| | | | | | |
| | | | | | |
| | Expenses | | | | Amount |
| | Newsletter and Monthly Meetings | | | | 1736 |
| | Fees | | | | 105 |
| | Korean Defense Veteran Memorial Fund | | | | 2000 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Total Organization Expense | | | | 3841 |

Project Title Wilsonville Youth Fiddle Contest

Applicant Name Oregon Old Time Fiddlers' Association District 7

Contact (Name) Tom Clausen

Title OOTFA District 7 President

Project Duration: Start Date July 2026

Estimated Completion Date December 2028

Project Budget

Total Project Budget \$ 17,000.00

Applicant Cash Match (a) \$ 4,850.00

In-Kind Resources (b) \$ 4,150.00

Total Applicant Match (a+b) \$ 9,000.00

Grant Request \$ 8,000.00

Project Narrative Questions

Provide a project description

American music has shaped global culture, with genres such as jazz, ragtime, swing, folk, old-time, roots, bluegrass, country, pop, blues, and Western music reaching audiences worldwide. The Oregon Oldtime Fiddlers' Association (OOTFA), founded in 1964, is a nonprofit organization dedicated to preserving and promoting traditional American music played on the violin and other acoustic instruments. Its mission is carried out through education, performances, and community jam sessions.

Wilsonville lies within OOTFA's District 7. This project would cover two annual youth fiddle contests in the community, one in summer 2026 and then again in summer 2027. If the grant is awarded, District 7's more than 80 members will volunteer as performers and event staff.

How will your project promote arts, culture, history, or heritage in Wilsonville

traditional fiddle music is one of Oregon's oldest non-Indigenous musical heritages. Early explorers and settlers carried fiddles with them because they were portable,

durable, and central to community gatherings. Even the Corps of Discovery traveled with fiddles, played by Pierre Cruzatte and George Gibson. These instruments helped shape America's distinctive musical traditions—jazz, ragtime, folk, and other improvisation-driven genres that supported social dancing and community connection.

Fiddle contests have been part of Oregon's cultural landscape since the first non-Indigenous settlements, including those in and around Wilsonville. The Oregon Oldtime Fiddlers' Association (OOTFA), a 501(c)(3) nonprofit, continues this heritage through its annual state championship contest, which qualifies winners for the National Fiddle Championship. Wilsonville-area musicians have also contributed to this legacy by establishing Oregon's first youth-focused fiddle contest through the nonprofit Fiddles on Wheels.

This grant will enable OOTFA's District 7—representing Wilsonville and the broader northwest region—to bring a community fiddle contest to Wilsonville. Events will take place at an appropriate local venue, such as the Wilsonville Community Center, creating opportunities for residents to experience, learn about, and participate in a living part of Oregon's musical history.

How will your project benefit the Wilsonville Community?

Traditional American music has only occasionally been presented in Wilsonville, and many residents are unfamiliar with the deep cultural heritage behind genres such as old-time, blues, folk, and early jazz. This project expands access to these traditions by bringing live performances, acoustic instruments, and participatory events directly to the youth of the community.

The project will also complement and enrich local music education. While school programs often focus on classical repertoire, students rarely have opportunities to learn about American vernacular styles or the improvisational techniques that shaped them.

By creating new entry points for all ages—listeners, learners, and aspiring players—this project strengthens community connections, supports intergenerational arts participation, and helps keep Oregon's traditional musical heritage alive and thriving in Wilsonville.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

During this grant cycle, we aim to grow participation of both contestants (by 10%) and audiences (by 30%). We can do this by measuring year over year participant counts in

2026 to 2027 (which will both fall within the 18-month grant cycle.) We can do this with more community outreach, performances, and promotions.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.)

This year, the project will significantly expand its reach and community impact. We plan to introduce live-streaming of the fiddle contest and selected performances, making the event accessible to residents who cannot attend in person. In addition, we intend to bring small live performance sets into the community—such as the library, local schools, and assisted living facilities—to share traditional music with audiences who may have limited access to live arts experiences.

We are also exploring new partnerships with Wilsonville-area fairs and festivals to broaden visibility and encourage year-round engagement with traditional American music. These additions meaningfully extend the project beyond previous years and create more ways for Wilsonville residents of all ages to connect with the music and its heritage.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

District 7 of the Oregon Oldtime Fiddlers' Association (OOTFA) is well equipped to produce this project. Our district includes more than 120 members across Clackamas, Clatsop, Columbia, Hood River, Washington, and Multnomah counties, as well as several members from Clark County, Washington. These volunteers provide the personnel needed to plan, staff, and perform at the event.

District 7 also brings proven experience in contest organization. One of our members has successfully directed the Oregon State Fiddle Contest for the past two years—an event open to contestants from across the country—and now serves as co-director of Oregon's youth fiddle contest. With this level of leadership located in neighboring West Linn, we are well prepared to organize a Wilsonville-based contest.

Whenever possible, we will use Wilsonville businesses and facilities—including venues, hotels, catering, and event services—to ensure that project spending benefits the local economy.

Our musicians have performed for more than 40 years at regional events and

institutions such as the Oregon Historical Society, the Clackamas County Fair, the Sons and Daughters of Oregon Pioneers at Champoeg State Park, and numerous retirement and care communities. District 7 also hosts a long-running monthly public jam at the Sunnyside Grange in Happy Valley, demonstrating our reliability, community ties, and commitment to accessible music-making

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match.

| Income Sources | Amount |
|---------------------------------------|-------------|
| Grant contribution for fiddle contest | \$8,000.00 |
| Donations | \$850.00 |
| Labor for contests | \$4,150.00 |
| Charitable grants | \$4,000.00 |
| | |
| | |
| Total Project Income | \$17,000.00 |

| Expenses - Must be specifically itemized | Amount |
|--|-------------|
| facility rental | \$4,000.00 |
| Sound system rental | \$1,000.00 |
| Judges, MC fee | \$1,500.00 |
| Copying and office supplies | \$500.00 |
| Administrative labor | \$3,000.00 |
| Contestant awards | \$5,000.00 |
| Promotional materials | \$1,500.00 |
| Misc | \$500.00 |
| Total Project Expense | \$17,000.00 |

OOTFA District 7 Organization budget

| Income sources | Amount (\$) |
|----------------------------------|--------------------|
| Wilsonville Youth Contest | 12,850 |
| Dues | 2,400 |
| District Contributions | 4,500 |
| Performance income | 3,000 |
| Misc under \$1000 | 1,000 |
| Total Organization Income | 23,750 |

| Expenses | Amount (\$) |
|----------------------------|--------------------|
| Wilsonville Youth Contest | 17,000 |
| State fiddle contest | 2,000 |
| State convention | 500 |
| State organization support | 1,000 |
| Grange hall rental | 1,680 |
| Misc under 1000 | 1,575 |
| Total Expenses | 23,755 |

Title: Oregon Fiddling --- Exploring Our Oldest, Non-indigenous Music Heritage

POC: Thomas Clausen, Oregon Old Time Fiddlers' Association District 7 Chairperson
t.b.clausen@gmail.com
 408-402-2283

Project Dates: July 29, 2023 - October 18, 2025

Project Summary:

The Oregon Old Time Fiddlers' Association (OOTFA) is a nonprofit organization dedicated to promoting, preserving and perpetuating Old Time Fiddling and Old Time Music and to encourage everyone to play the fiddle and other acoustic stringed instruments and appreciate Old Time Fiddling and Old Time Music. The Wilsonville Arts, Culture and Heritage Commission grant funded OOTFA to conduct youth fiddle contests and other events involving young musicians and music teachers and families from across region. Together, dozens of OOTFA volunteers contributed hundreds of hours planning, managing, and coordinating these events.

List Activities and Elements of Project:

July 29, 2023 - Youth Fiddle Contest - Wilsonville Community Center

October 21, 2023 - Fiddle Workshops & Jam Session - Wilsonville Community Center.

May 19, 2024 - Fiddle Jamboree - Charbonneau Clubhouse

July 27, 2024 - Youth Fiddle Contest - Wilsonville Community Center

Oct. 12, 2024 - OOTFA Jam Session - Wilsonville Memorial Park Forest Shelter

Oct. 19, 2024 - OOTFA Jam Session - Wilsonville Harvest Festival

May 1, 2025 - OOTFA Performance - Wilsonville Volunteer Appreciation Event

Aug. 13, 2025 - OOTFA Performance - Senator Wood's Memorial Service

Aug. 16, 2025 - Fiddle Contest - Wilsonville Community Center

Oct. 18, 2025 - OOTFA Jam Session - Wilsonville Harvest Festival

Were Goals Achieved? How?

These events supported young musicians, music teachers, student musician families, members of OOTFA, and all interested general public. The experiences brought together musicians of all ages and from different musical traditions to play and learn from each other. While playing music together is, for many novice musicians, daunting and even a tad scary, events such as those sponsored by this grant provide opportunities for musicians to play together in an enriching and supportive environment. The contest, jam sessions and other activities supported by this grant contribute to OOTFA's main goal, of promoting, preserving and perpetuating Old Time Fiddling and Old Time Music.

Who Benefited?

1. Everybody who attended. All events were free and open to the public. Each contest welcomed nearly a hundred attendees who came to Wilsonville from throughout NW Oregon and SW Washington.
2. Fiddle contest participants: Three age divisions (under 8, 9-12, and 13-19). 55 players total taking home \$4530 in total prize money encompassing all three contests.
3. Area music teachers conducted lessons and workshops, meeting new prospective students.
4. Attending musicians learned about OOTFA scholarships and other programs to support their development and expand their opportunities to play together and perform.
5. Participating OOTFA musicians met new and younger musicians and worked together on improving their craft and art by jamming and playing with each other. Everybody's repertoire improves when we learn each other's tunes.

How does OOTFA anticipate funding future projects?

OOTFA anticipates planning and executing future music events and will continue to press the case for supporting young musicians in whatever ways we can construe. We expect to find partnerships and supporters everywhere we turn.

Income and Expense Statement

| | |
|--|----------|
| Income Sources | |
| City of Wilsonville Arts and Culture Grant | \$9,000 |
| OOTFA Kielhorn Grant | 1,500 |
| Total | \$10,500 |
| Expenses | |
| Three Youth Fiddle Contests Awards | 4350 |
| Facilities Rental | 3220 |
| Judges and Teachers | 2450 |
| Other (Printing, Sound, Refreshments, Incidentals) | 300 |
| Total | \$10,500 |
| | |

Project Title 2026 Wilsonville Rotary Summer Concerts

Applicant Name The Rotary Club of Wilsonville

Contact (Name) Joshua Dalglish

Title Club President

Project Duration: Start Date July 12 2026

Estimated Completion Date August 7 2026

Project Budget

Total Project Budget \$ 25,250.00

Applicant Cash Match (a) \$ 17,250.00

In-Kind Resources (b) \$ 0.00

Total Applicant Match (a+b) \$ 17,250.00

Grant Request \$ 8,000.00

Project Narrative Questions

Provide a project description

in July and the first Thursday in August — July 16, July 23, July 30 and August 6. We work with a professional booking agency to curate a series of concerts that will appeal to diverse interests. We will not book next year's bands for several more months. Last year we had Johnny Limbo and the Lugnuts, Hit Machine, the Norman Sylvester Band, and Kalimba (Earth, Wind & Fire tribute). Unfortunately, 2025 was the final tour for Johnny Limbo and the Lugnuts and we were pleased to give them a proper farewell. We will return Hit Machine to the 2026 lineup if possible, as they are always well received and draw a great crowd. We will select three other musical acts offering broad appeal, strong musicianship and genre diversity. Each band will play a 2 hour headline act with intermission. Before each headline act, a local opening artist will perform for 45 minutes, resulting in a total event window of 3 hours each evening.

How will your project promote arts, culture, history, or heritage in Wilsonville

The concerts continue to be the largest such offering in Wilsonville each year. We work to offer new groups and music styles each year. We offer a platform for local artists by providing them placement as opening acts.

How will your project benefit the Wilsonville Community?

The concerts provide residents and visitors with an opportunity to gather as a community for a fun evening listening to great artists, enjoying a picnic, dancing, and watching their children play in the water features. The concerts draw people from all socio-economic circumstances. We believe many of those attending, often with their children, would not otherwise be able to attend a live concert. Our opening acts provide an opportunity for local artists to perform. The concerts continue to enhance Wilsonville's image as a family friendly community.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

Our goal is to entertain between 3,000 and 5,000 concert goers at the four concerts and attract visitors from other communities. We believe the concerts equally serve each of the groups listed in this question. We believe many attendees, particularly families, could not otherwise afford to attend such a concert. Additionally, we will be raising money to eradicate polio during the intermissions. We raised more than \$6,000 in 2025 and hope to raise a lot more in 2026.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.)

As in prior years we always add new bands to the concert series in order to keep the music fresh and to make sure that past concert goers return and new ones attend. We also have increased our advertising budget to reach a broader audience and attract more visitors. We are also open to exploring with other organizations as to how we might add attractions at the concerts. We have partnered with the farmers market in the past, as well as the local robotics team and other organizations to provide supplemental offerings or programming throughout the park.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

The Rotary Club of Wilsonville, with funding from our non-profit foundation, has presented the Wilsonville Rotary Summer Concerts to our community annually since 2002, except for 2020 when the Covid pandemic shut everything down. We will have

some 40 to 50 volunteers working to make the events successful and enjoyable. We are currently in the process of obtaining business sponsors for this and our Heart of Gold annual fundraiser on April 11. We expect to have some 12 to 15 local sponsors again this year. These sponsorships, along with the other funds raised at the fundraiser, will provide our portion of the cost of the concerts and also fund a wide variety of projects in our community.

| Wilsonville Rotary Foundation | |
|--|------------------|
| 2026 Concerts - proforma budget | |
| | |
| | |
| | Budget |
| Grant | 8,000 |
| Club Fundraising | 17,250 |
| Total Revenue | 25,250 |
| | |
| Expenditures | |
| 6100 Concerts | |
| Advertising, Printing & Promotion | 3,500 |
| Fees & Rentals | 1,000 |
| Misc | 1,250 |
| Sound | 5,500 |
| Talent | 14,000 |
| Total 6100 Concerts | \$ 25,250 |
| Net Revenue | \$0 |

Wilsonville Rotary Foundation 2025 Budget Worksheet

| | 2024 Actual | 2024 Budget | Over (Under) Budget | 2025 Budget |
|--|------------------|------------------|---------------------------|------------------|
| Revenue | | | | |
| 4200 Donations Received | 2,991 | 750 | 2,241 | \$ 750 |
| 4300 Grants Received | 9,500 | 7,000 | 2,500 | \$ 8,000 |
| 4900 Heart Of Gold Event | | | | |
| 4910 Sponsor | 22,500 | 30,000 | (7,500) | \$ 27,500 |
| 4920 Auction | 10,655 | 14,000 | (3,345) | \$ 14,000 |
| 4930 Dinner/Tickets | 7,880 | 10,500 | (2,620) | \$ 13,600 |
| 4940 Donations - Heart of Gold | 250 | 1,500 | (1,250) | \$ 500 |
| 4950 Heads & Tails | 1,580 | 1,250 | 330 | \$ 1,300 |
| 4960 Raffle | 7,150 | 8,500 | (1,350) | \$ 8,750 |
| 4970 Paddle Raise | 7,450 | 10,000 | (2,550) | \$ 10,000 |
| 4980 Other Heart of Gold Revenue | 4,645 | | 4,645 | |
| Total 4900 Heart Of Gold Event Receipts | \$ 62,110 | \$ 75,750 | \$ (13,640) | \$ 75,650 |
| Heart of Gold Expense | | | | |
| Auctioneer Fee | 500 | 500 | 0 | \$ 1,500 |
| Credit Card Processing Expense | 1,064 | 1,250 | (186) | \$ 1,250 |
| Facilities/Dinner Expense | 15,933 | 14,500 | 1,433 | \$ 13,000 |
| Misc Heart of Gold Expense | 2,642 | 3,500 | (858) | \$ 3,000 |
| Printing, Postage, Plaques | 1,623 | 1,500 | 123 | \$ 1,500 |
| Publicity & Marketing | 311 | 750 | (439) | \$ 750 |
| Raffle Expense / Payout | 2,595 | 2,000 | 595 | \$ 2,000 |
| Software | 700 | 700 | 0 | \$ 750 |
| Total Cost | \$ 25,368 | \$ 24,700 | \$ 668 | \$ 23,750 |
| Heart of Gold Gross Profit | \$ 36,742 | \$ 51,050 | \$ (14,308) | \$ 51,900 |
| Total Revenue | \$ 49,233 | \$ 58,800 | \$ (9,567) | \$ 60,650 |
| Expenditures | | | | |
| 6100 Concerts | | | | |
| Advertising, Printing & Promotion | 3,165 | 2,500 | 665 | \$ 2,500 |
| Fees & Rentals | 980 | 1,250 | (270) | \$ 1,000 |
| Misc | 633 | 350 | 283 | \$ 500 |
| Sound | 5,275 | 5,500 | (225) | \$ 5,750 |
| Talent | 13,458 | 13,500 | (42) | \$ 14,000 |
| Total 6100 Concerts | \$ 23,511 | \$ 23,100 | \$ 411 | \$ 23,750 |

| | 2024 Actual | 2024 Budget | Over (Under) Budget | 2025 Budget |
|---|--------------------|------------------|---------------------------|------------------|
| 6200 Program Expense - Youth | | | | |
| Interact Club | 340 | 750 | (410) | \$ 500 |
| Scholarships | 7,500 | 7,500 | 0 | \$ 7,500 |
| Youth Exchange - Fees | 5,350 | 3,700 | 1,650 | \$ 1,950 |
| Expense | 7,047 | 4,000 | 3,047 | \$ 6,000 |
| Total 6200 Program Expense - Youth | \$ 20,236 | \$ 15,950 | \$ 4,286 | \$ 15,950 |
| 6250 Program Expense - other | | | | |
| Community Service Projects | 5,617 | 7,950 | (2,333) | \$ 10,700 |
| International Service Project | 1,536 | 3,000 | (1,464) | \$ 2,000 |
| Omelet Breakfast Expense | 2,130 | 1,200 | 930 | \$ 1,200 |
| RYLA | 1,200 | 1,250 | (50) | \$ 1,250 |
| Total 6250 Program Expense - other | \$ 10,483 | \$ 13,400 | \$ (2,917) | \$ 15,150 |
| 6700 Administration | | | | |
| Accounting Expense | 595 | 750 | (155) | \$ 750 |
| Credit Card Fees - expense | 83 | 100 | (17) | \$ 100 |
| Fees & Licenses | 991 | 700 | 291 | \$ 1,000 |
| Printing Postage & Supplies | 1,206 | 750 | 456 | \$ 750 |
| Storage Rental & Insurance | 3,347 | 3,450 | (103) | \$ 3,500 |
| Total 6700 Administration | \$ 6,222 | \$ 5,750 | \$ 472 | \$ 6,100 |
| QuickBooks Payments Fees | 45 | | 45 | \$ 50 |
| Total Expenditures | \$ 60,497 | \$ 58,200 | \$ 2,297 | \$ 60,950 |
| Net Operating Revenue | \$ (11,265) | \$ 600 | \$ (11,865) | \$ (300) |



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: ☐ Community Opportunity Grant ☒ Community Cultural Events and Programs Grant

Name of Project/Event: 2025 Wilsonville Rotary Summer Concerts

Project Contact Name: Josh Dalglish

Project Contact Email: jdalglis@gmail.com

Project Contact Phone: 503-998-4016

Project Date/Date Range: July 17, 2025 to August 8, 2025

1. Please list the activities or elements of the program/project/event that took place:

in July and the first Thursday in August — July 17, July 24, July 31 and August 7. We worked with a professional booking agency to curate a series of concerts that will appeal to diverse interests. For the 2025 series we had Johnny Limbo and the Lugnuts, Hit Machine, the Norman Sylvester Band, and Kalimba (Earth, Wind & Fire tribute). Unfortunately, 2025 was the final tour for Johnny Limbo and the Lugnuts and we were pleased to give them a proper farewell. We will return Hit Machine to the 2026 lineup if possible, as they are always well received and draw a great crowd. We will select three other musical acts offering broad appeal, strong musicianship and genre diversity. Each band played a 2 hour headline act with intermission. Before each headline act, a local opening artist performed for 45 minutes, resulting in a total event window of 3 hours each evening.

2. Were the goals listed in your narrative achieved? How?

Yes. Our goal to entertain between 3,000 and 5,000 concert goers at the four concerts and attract visitors from other communities was achieved. We believe the concerts equally served multiple groups. We believe many attendees, particularly families, could not have otherwise afforded to attend such a concert. Additionally, we will be raising money to eradicate polio during the intermissions. We raised more than \$6,000 this year (2025) and hope to raise a lot more in 2026.

3. Who benefited from your project or event? How many? Where from?

The concerts provided between 3,000 and 5,000 concert goers from other communities and Wilsonville residents with an opportunity to gather as a community for a fun evening listening to great artists, enjoying a picnic, dancing, and watching their children play in the water features. The concerts drew people from all socio-economic circumstances. We believe many of those attending, often with their children, would not otherwise have been able to attend a live concert. Our opening acts provided an opportunity for local artists to perform. The concerts continue to enhance Wilsonville's image as a family friendly community.

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

Yes. As in prior years we always add new bands to the concert series in order to keep the music fresh and to make sure that past concert goers return and new ones attend. We also have increased our advertising budget to reach a broader audience and attract more visitors. We are also open to exploring with other organizations as to how we might add attractions at the concerts. Funding in part with continued support from the City through this grant.

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

Project Title Equipped For Success

Applicant Name Wilsonville Choral Arts Society

Contact (Name) John Hillan-Payne

Title President

Project Duration: Start Date Dec 1, 2025

Estimated Completion ~~Date Feb 1, 2025~~ TBD

Project Budget

Total Project Budget \$ 2,386.66

Applicant Cash Match (a) \$ 1,193.33

In-Kind Resources (b) \$ 0.00

Total Applicant Match (a+b) \$ 1,193.33

Grant Request \$ 1,193.33

Project Narrative Questions

Provide a project description

The Wilsonville Choral Arts Society is a non-profit organization that was founded in July of 2019. We are a community choral group that serves children and adults in their respective choirs within the greater Wilsonville Area. We consist of choral members and an executive board that is made up of music teachers, parents and community members at large. We are requesting funding for the Wilsonville Choral Arts Society, which would allow us to enrich our local community of Wilsonville with the gift of song, friendship and civic engagement. The goal of this project is to provide musical equipment for the Wilsonville Choral Arts Society that is needed in order to perform out in the community. The equipment needed to allow for performances in the community include a portable piano and keyboard case, a keyboard bench, a piano stand, and music stand..

How will your project promote arts, culture, history, or heritage in Wilsonville

We are providing a music education experience for all primary school children and adults in the City of Wilsonville. We are open to anyone who would like to learn more

about music through singing, which includes people of all genders, races, religions, sexual orientation, income, socio-economic status, abilities and educational backgrounds. Our children's choir provides opportunities for music education and relationship building for home-schooled children, as well as children from all local primary schools. Our adult choir is an inclusive organization toward adults who work inside or outside of the home full-time. A significant priority for us as a choral organization is to engage our community through local performances. While we have concerts typically at local schools, the funding from this project would allow us to reach people in our community and promote our love of music and singing.

How will your project benefit the Wilsonville Community?

Our project will benefit the Wilsonville Community by bringing the arts to our community members in spaces where they are. Through the funding of equipment for community performances, we are able to share the gift of song. In the past the Wilsonville Choral Arts Society has performed at the Tree Lighting Ceremony, at local businesses, at the Wilsonville Library, and at assisted living facilities. If we are able to obtain this equipment, we would be better positioned to perform at more locations around the Wilsonville Community.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

Our organization's goals with this project is to increase our community involvement by performing at more locations and events in the Wilsonville Community, and having the needed equipment will allow us to succeed in this. Additionally, as school district rental space becomes limited, having equipment that allows us to consider more spaces for rehearsals would be advantageous to our program.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.) This is not an annual event.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

We are a community-based choral organization, so we try to utilize any connections our members have with local events or businesses for either services or for opportunities to perform.

| Project Budget - Equipped for Success | | |
|--|-------------------|---|
| This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match. | | |
| | | |
| | | |
| Income Sources | Amount | |
| | \$0.00 | |
| | | |
| Total Project Income | \$0.00 | NOTES: No income is expected to result directly from this project, however we hope this will allow us to get out into the community attracting donors more singers, which pay registration fees that support our programming. |
| | | |
| | | |
| Expenses - Must be specifically itemized | Amount | |
| Guitar Center - Yamaha P-525 Portable Keyboard | \$ 1,699.99 | |
| Gator GKP88-BLK Semi-Rigid Lightweight Pro Wheeled Case | \$ 299.99 | |
| Proline Keyboard Bench w/Memory Foam | \$ 74.99 | |
| Gator Frameworks Heavy-Duty Keyboard Table | \$ 131.99 | |
| Yamaha FC3A Continuous Piano Style Sustain Pedal | \$ 39.95 | |
| Power AC Adapter | \$ 60.00 | |
| Music Stand - Manhasset Voyager | \$ 79.75 | |
| | | |
| Total Project Expense | \$2,386.66 | |
| | | |
| Minus WCAS Match (from Reserves) | \$1,193.33 | |
| | | |
| CCEP Grant Request | \$1,193.33 | |

| WCAS 2025 Buget | Projected Budget | Current 11/01/25 | Notes |
|--|--------------------|--------------------|--|
| Income | | | |
| <i>Donations</i> | \$ 1,000.00 | \$ 278.71 | Expected \$500-\$1000 during November/December Donation Drive |
| <i>Grants</i> | \$ - | \$ - | Hopeful \$1193.33 CCEP Grant |
| <i>Registrations</i> | \$ 4,500.00 | \$ 2,544.00 | Our enrollment numbers are up in Community Choir and down in Children's Choir. The CCEP grant would help us reach more singers |
| Total Income | \$ 5,500.00 | \$ 2,822.71 | |
| | | | |
| Expenses | | | |
| <i>Administrative Fees & Licenses</i> | \$ 880.00 | \$ 573.67 | |
| <i>Room Rental</i> | \$ 500.00 | \$ 564.85 | |
| <i>Advertising/Website</i> | \$ 250.00 | \$ 119.59 | |
| <i>Sheet Music</i> | \$ 1,200.00 | \$ 1,168.00 | |
| <i>Materials</i> | \$ 500.00 | \$ 555.57 | |
| <i>Salaries/Payroll</i> | \$ 1,500.00 | \$ 788.30 | *Starting in September, we rely solely on volunteer staffing |
| <i>Keyboard Purchase *Only if Matching Grant Awarded</i> | \$ 1,193.33 | \$ - | *WCAS Match from Reserves |
| Total Expenses | \$ 6,023.33 | \$ 3,769.98 | |



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: ☐ Community Opportunity Grant ☒ Community Cultural Events and Programs Grant

Name of Project/Event: Advertise and Harmonize

Project Contact Name: John Hillan-Payne

Project Contact Email: wilsonvillecas@gmail.com

Project Contact Phone: 971-285-7675

Project Date/Date Range: December 2023 through October 2024

1. Please list the activities or elements of the program/project/event that took place:

With our grant we were able to produce choir tshirts for our singers, pencils that we can distribute with our choir name on them, and renewed banners to place around town when choir registration season begins.

2. Were the goals listed in your narrative achieved? How?

We did achieve our goals. This fall, our adult community choir saw the biggest enrollment to-date! We are still struggling with children's choir, but hope to keep getting the word out on our programs.

3. Who benefited from your project or event? How many? Where from?

All singers benefited from having choir tshirts with our choir logo and slogan. These shirts can be worn around town helping get the word out on our choirs, and they also are used as concert attire for our performances. As some of these items (banners) can be reused season to season, some of our beneficiaries have yet to even learn about our choirs!

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

Advertising will be a continuous project for our choirs. As our choir numbers grow, we expect that advertising dollars should be able to be covered within our budgeted funds.

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

Wilsonville Choral Arts Society
presents...

Into the Trees

Featuring:
WCAS Adult Community Choir
WCAS Children's Choir
Special Guest: Sarah Lamb

Lowrie Primary School Stage
March 19, 2024
6:00 PM

John Hillan-Payne, conductor
Caroline Villeneuve, accompanist

Song Selections

Item 12.

WCAS Children's Choir

Little Talk & Snail's Pace *from A Small Suite*

Alicia Lewis

The Wise Old Owl

Cynthia Gray

I Had a Little Nut Tree

English Folk Song arr. Bertaux

Shake the Papaya Down

Calypso Song arr. Dwyer and Waller

WCAS Community Choir

No One is Alone *from Into the Woods*

Steven Sondheim arr. Brymer

Under the Greenwood Tree

William Shakespeare and Ruth Morris Gray

Where the Four-Leaf Clovers Grow

Ella Higginson and John MacLane Schirard

Annie's Song

John Denver arr. Ulreich

Out of the Woods

Taylor Swift and Jack Antonoff arr. Billingsley

Combined Community Choir & Children's Choir

Bein' Green *ft. Sarah Lamb, flute*

Joe Raposo arr. Langford

Wilsonville Choral Arts Society, a 501(c)3 nonprofit, would like to thank the City of Wilsonville - Parks and Recreation Department and the Arts, Culture, and Heritage Commission for recent grants that help us advance our mission of a singing community in Wilsonville.

Find out more about us and our offerings at www.wilsonvillechoirs.com

| 2023 Arts, Heritage, Culture Council Grant | | | | |
|---|------------|----------|--|--|
| Items | Proposed | Actual | Notes | |
| 75 Customized t-shirts for children and adults | \$1,200.00 | 1,844.75 | Increased from other line items | |
| Ad in Wilsonville Activity Guide (3 times a year at \$200) | \$600.00 | 0 | No advertisements, switch over to shirt fund | |
| Banners/signs from UPS Store | \$40.00 | 193.47 | 3 Summer Camp Banners + 3 Community Choir Banners | |
| 100 Customized pencils | \$60.00 | 101.95 | Set of 144 Pencils | |
| \$100 Gift card for Wilsonville High School studentgraphic designer | \$100.00 | 0 | A board member donated talents for logo design, switch to shirt fund | |
| | | | | |
| Total | \$2,000.00 | 2,140.17 | | |

Project Title Providing Live Theatre for Wilsonville Oregon

Applicant Name WilsonvilleSTAGE

Contact (Name) David Niklas

Title President

Project Duration

Start Date 1/21/2026

Estimated Completion Date 10/18/2026

Project Budget

Total Project Budget \$ 13,060.00

Applicant Cash Match (a) \$ 1,500.00

In-Kind Resources (b) \$ 5,000.00

Total Applicant Match (a+b) \$ 6,500.00

Grant Request \$ 3,000.00

Project Narrative Questions

Provide a project description

Since the pandemic affordable performance venues within the City of Wilsonville have been especially hard to come by. In the last two years WilsonvilleSTAGE has had to resort to ad hoc performances without the ability to book a full season of performances within city limits. The reasons for this are varied but include management and staffing changes at the library which preclude evening performances as well as management changes in booking personnel at Charbonneau which emphasis one-off performances thus eliminating multi-night bookings which are the lifeblood of theatrical performances. This inability to book multi night performances has hurt our standing in the eyes of the public as out of sight is always out of mind. To combat that phenomenon, for our 2025-2026 season WilsonvilleSTAGE has reluctantly booked a venue in Tualatin at the Tualatin Heritage Center,(THC), however we are dedicated to returning to Wilsonville which is our home. We are currently in discussions with two venues that we hope will lead to the addition of at least 2 performances to our existing

Tualatin season. These venues are the City Library where we hope to add two weekend matinees, and Meridean United Church of Christ which would also involve at least one afternoon matinee. Although these discussions are not completed as of the 11/14 filing deadline for this grant, they will be completed by the January 21st Grant review meeting. We are confident that the inclusion of these additional performances at their venues will not only assure these venue custodians that WilsonvilleSTAGE is a good partner to do business with, but also working with us is a great way to enhance their contribution to city life.

How will your project promote arts, culture, history, or heritage in Wilsonville

Funding of this grant will help bring at least one perhaps three fine plays to Wilsonville. We already have the directors approval to bring A.R. Gurneys "The Golden Age" to our Wilsonville venue for two performances. In addition we will begin discussions with the directors of two additional plays on our season about taking them "on the road" as well . These options are "Other Desert Cities", by Jon Robin Baitz, and "5 Women Wearing the Same Dress", by Alan Bell.

How will your project benefit the Wilsonville Community?

Although Wilsonville High school brings wonderful theater to their stage the citizens of the city deserve more chances to see live theater in their city. Funding of this grant will bring live performances this year and help bring live performances in future years.

What are your organization's goals for this project? (Use measurable data if possible.) How will you know that you succeeded in your goals?

Our goals are to bring live theater to Wilsonville in 2026 and beyond by proving to the venue custodians that supporting live theater is good for the community and there place in it.

If this is an annual event for which you have received Community Cultural Events and Programs Grant funding in the past, what new or expanded attractions or partners have been added? (Please note: annual events must add attractions or partners in order to be eligible for grant funding.)

Funding this grant will help bring more live theater and live performances to the citizens of Wilsonville this year and for years to come.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

WilsonvilleSTAGE has been producing live theater continuously since 2016. Our predecessor, Wilsonville Theater Company was founded in 1996 and produced plays

throughout the decades. We have local volunteers and donators who spend hours volunteering to produce these plays.

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match.

This project reflects the addition of 4 performances at one of two possible venues that as of 11/13 we are still in negotiations with. We are trying to find venue partners with which we can, overtime, establish a partnership that allows us to have a season that always includes performances within the Wilsonville City Limits.

| Income Sources | Amount |
|---|------------|
| Box Office(4 performances 24 attendees/performance, At \$15.00) | \$1,440.00 |
| Concessions/donations | \$200.00 |
| | |
| | |
| | |
| | |
| | |
| Total Project Income | \$1,640.00 |

| Expenses - Must be specifically itemized | Amount |
|--|------------|
| Performance Venue Rental (32 Hours, 4 day @8 hrs @\$20.00 /Hr) | \$640.00 |
| Rehearsal Space Rentals@ Venue (10hrs@\$20.00/hr) | \$200.00 |
| Rights and License(4 at \$125.00/performance) | \$500.00 |
| Transport Costs | \$300.00 |
| | |
| | |
| | |
| Total Project Expense | \$1,640.00 |

Organization Budget

This budget shows how this project fits into your organization. The project should be shown as a line in this budget.

This is the budget for WVS current booked season. It is booked for performances entirely at the Tualatin Heritage Center. We booked at the THC reluctantly after two years of a failure to find a suitable venue in Wilsonville. We are currently in discussions with two possible venues to extend these booked shows to two matinee performances within the Wilsonville City limits so we can make inroads to getting our season back in the city we prefer. Hopefully we will have made significant progress by the January 21st Review Date.

Fiscal Year: 2026 to 2027

| Income Sources | Amount |
|--|-------------|
| Box office 21 Shows at 24 avg. attendees @\$15.00 per ticket | \$7,560.00 |
| 2026 CCEP Grant Wilsonville Requested Unconfirmed | \$3,000.00 |
| 2026 Tualatin Arts Advisory Grant Requested Unconfirmed | \$1,000.00 |
| Donations from Public | \$1,500.00 |
| | |
| | |
| | |
| | |
| Total Organization Income | \$13,060.00 |

| Expenses | Amount |
|---|-------------|
| Rental THC | \$4,000.00 |
| Rights and Licensing 21 performances @\$125/performance | \$2,625.00 |
| Scripts \$ 60.00 x 3 | \$180.00 |
| Props, Costumes and Staging | \$600.00 |
| 120 hours @ \$10.00 | \$1,200.00 |
| Storage | \$2,076.00 |
| Insurance | \$650.00 |
| Marketing and Contract work | \$1,500.00 |
| Total Organization Expense | \$12,831.00 |



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: ☐ Community Opportunity Grant ☒ Community Cultural Events and Programs Grant

Name of Project/Event: 2025 Wilsonville Stage Performance and Rehearsal Grant

Project Contact Name: David Niklas

Project Contact Email: dniklas@att.net

Project Contact Phone: 503.572.0776

Project Date/Date Range: January 1 2025 to Dec 31 2025

1. Please list the activities or elements of the program/project/event that took place:

On May 9th, 16th and 17th we presented "Love Letters" By A.R. Gurney at the Tauchman House.

Between June 13th and June 29th, we performed "Three Viewings" by Jeffery Thatcher, 9 times, Friday through Sunday at the Tualatin Heritage Center.

On October 17th, 18th, 24th, and 25th we performed "Thriller Theater" or "She took the Wrong Road" by Janet Steiger

2. Were the goals listed in your narrative achieved? How?

The goals for 2025 were achieved to a great extent but still fell short of 100 percent achievement. We were able to produce three shows but we were unsuccessful in finding a constant Wilsonville based Venue to perform in. we are focused in 2026 on achieving that portion of our commitment.

3. Who benefited from your project or event? How many? Where from?

We sold 244 tickets to the three performances with the majority of the purchases made for "Three Viewings" which was very well received and attended. Attendees were predominately from Wilsonville, Tualatin, and Tigard suburban region with a smaller percentage from Portland and other Portland suburbs as well as a sprinkling of Salem and its suburbs.

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

We are scheduled for 3 shows with runs of between 8 and 10 performances each for 2026. These include "Other Desert Cities" in June, "The Golden Age in August" and "Five Women Wearing the same Dress" In October.

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

| Income Sources | Budget | Actual |
|--|------------|------------|
| CCEP Grant | \$3,000.00 | \$3,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total Project Income | \$3,000.00 | \$3,000.00 |
| | | |
| | | |
| Expenses - Must be specifically itemized | Budget | Actual |
| Performance Space Rental | \$2,000.00 | \$1,825.00 |
| Rehearsal Space Rentals | \$1,000.00 | \$550.00 |
| | | |
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| Total Project Expense | \$3,000.00 | \$2,375.00 |

THREE VIEWINGS
A DARK COMEDY

By: Jeffrey Hatcher
Directed by: Tony Broom



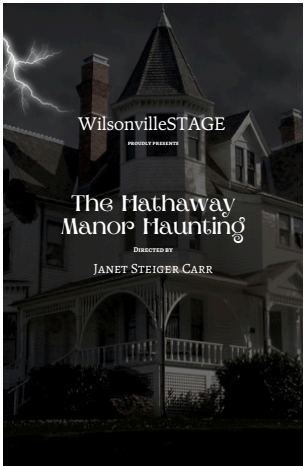
Production Staff

| | |
|--------------------|-----------------|
| Director | Tony Broom |
| Stage Manager | Jodi Johnson |
| Lighting Design | Brian Ollum |
| Lights and Sound | David Niklas |
| Costumes and props | Cast and crew |
| Set Design | Janet Carr |
| Set Design | Cindy Zimmerman |

WilsonvilleStage Board

| | |
|-----------------|-----------|
| David Niklas | President |
| Zoe Niklas | Secretary |
| Janet Carr | |
| Sabra Miller | |
| Christine Baugh | |

This production is made possible in part through Grants from the “Tualatin Arts Advisory Committee” and The City of Wilsonville, “Community Cultural Events & Programs (CCEP) Grant” We are very thankful to both communities for their support.



Coming in October to the Tualatin Heritage Center don't miss the gratifyingly scary "The Hathaway Manor Haunting"

Place: A Funeral Parlor in...
Time: 1996
Act 1 Scene 1: Tell-Tale
Act 1 Scene 2: The Thief of Tears
Intermission
Act 2 Scene 1: Thirteen Things about Ed Carpolotti

Cast of Characters, in order of appearance:
KRAIG WILLIAMS (Emil)
FRANCINE RAFTEN (Mac)
PATTI SPEIGHT (Virginia)

Directors note: I was introduced to Three Viewings over a dozen years ago, by friend and sometime collaborator, Daniel Hobbs. We weren't able to produce it back then, but this play stuck with me. Eventually, I brought it to Janet Steiger Carr and the rest of the board, and here we are. Three Viewings is unique work and we thank you for coming out to support it. Please enjoy the show!
-Tony Broom (Director)

Act 1 Scene 1: Tell Tale
Meet Emil.

Kraig Williams is Emil, our funeral director. Tell Tale is the story of the mild mannered undertaker, whose unspoken passion for Tessie, a local real estate agent who comes to all of his funerals, propels him to plot a way to confess his true feelings before time runs out. Over time, Emil learns that he doesn't know Tessie as well as he might have thought. Will Emil's plot work or will Tessie notice Emil before it's too late?



KRAIG WILLIAMS (Emil)
Kraig is excited to be back performing with Wilsonville Stage. His last performance with Wilsonville was in 2024's All The Doctors of Our Lives (Season 2). Kraig has been acting in Portland area theaters for 20+ years. Some of his favorite roles have been Max in Lend Me a Tenor and Reverend Hale in The Crucible. He was most recently part of the 2025 Fertile Ground Festival as both an actor and a director. He's excited to finally work with director Tony Broom and thanks him for the opportunity. As always, he thanks his daughters for their love and support.

Act 1 Scene 2: Thief of Tears
Meet Mac.
Francine Raften is Mac, a Los Angeles drifter who makes her living stealing jewelry from corpses. When her wealthy grandmother dies, leaving her nothing, Mac returns to her hometown, hoping to retrieve the diamond ring her grandmother promised Mac when she was a child. Mac's attempt leads her to find there are more obstacles to getting the ring than she had imagined, and more revelations about her past than she bargained for.
Francine Raften (Mac)

Item 13.



FRANCINE RAFTEN (Mac)
Francine is excited for her first performance at Wilsonville Stage! Francine has been involved in radio, television, stand-up comedy and theater for decades. Stage roles include Gertie in "Fuddy Meers", Trina Bell in "Infamy Inc", Rose in "Rose Colored Glass", Chris in "Calendar Girls", Becky in "Becky's New Car" and Lucille in "The Cemetery Club". Francine thanks her Director Tony Broom and Stage Manager Jodi Johnson for helping her bring out Mac's many fascinating layers. Special thanks to her family, friends, and soul mate/husband whose love and unwavering support mean everything.

Act 2 Scene 1: Thirteen Things about Ed Carpolotti
Meet Virginia.

Patti Speight is Virginia, the widow of wheeler dealer contractor Ed, who discovers that her husband has left her in debt to the banks, her family, and possibly the mob. As Virginia struggles to escape her creditors and understand how her husband could have left her in such a predicament, she receives a mysterious letter. The letter threatens to expose Ed, and by extension Virginia. Sometimes the people we think we know best, or know the least, can surprise us in ways we never imagined.



PATTI SPEIGHT (Virginia)
Patti is super excited to be joining Wilsonville Stage for the first time in this production of THREE VIEWINGS. It seems that Patti has been on a roll as of late with 'death themes.' In her last two productions she played ghosts. (Susie, in Spirit Level for Mask and Mirror, and Erselia, in Let's Get It Over With for Spark Plug Theatre Collective) However, in THIS production, she gets to be very much alive, albeit in the lounge of a funeral home. She is happy to be working with Tony Broom again and knows that with Tony at the helm as director, there's bound to be a twist in the tale! So when she was offered the part and read the character of Virginia, she absolutely fell in love with her and her story--and hopes that you will too! It's also been lovely working with theatre friends in the cast and crew and the show has been a delight to develop and put together. She'd like to thank her friends and family for their love and support as well as everyone who comes to see the show. In fact, Patti could make up a list of 13 reasons why she enjoys doing theatre so much, but after you see Virginia in the show--you might understand why she's a bit reticent to put a list on you at this time!
Enjoy the show!