



ARTS, CULTURE, AND HERITAGE COMMISSION AGENDA

April 17, 2024 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. Introductions
2. Roll Call

CONSENT AGENDA

3. Approval of Minutes: 3.6.2024

CITIZEN INPUT

COMMISSION BUSINESS

4. Arts & Culture Program Coordinator Update [5:10 PM]
5. Temporary Pride Mural Artist Selection [5:15 PM]
6. Upcoming Schedule, Projects, etc. [5:30 PM]

ADJOURN

NEXT MEETING

Wed, May 22, 2024 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 Laura Ruggles, Program Coordinator at 503-783-7529 or ParksandRec@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

March 6, 2024 at 5:00 PM

Wilsonville City Hall

CALL TO ORDER [5:00 PM]

A regular meeting for the Arts, Culture, and Heritage Commission (ACHC) was held at City Hall and called to order at 5:04 PM.

PRESENT

Chair Deb Zundel, Member Susan Schenk, Member Jason Jones, Member Angie Sims, Member David Altman, Member Nadine Albitar, Member Joan Carlson, Member Benjamin Mefford, Member Sageera Oravil Abdulla Koya.

EX OFFICIO/ CITY STAFF/ GUESTS

Austin Barnes, Panelist and Skate Community Member
 Cooper Singrey, Panelist and Skate Community Member
 Kris Ammerman, Parks and Recreation Director
 Erika Valentine, Arts and Culture Program Coordinator
 Ethan Picman, Library Services Manager
 Stephanie Davidson, Assistant City Attorney
 Bill Flood, Consultant
 Raziah Roushan, Consultant

CONSENT AGENDA

Member Jones made a motion to approve the January 24, 2024 ACHC Minutes. Member Carlson seconded the motion. Motion passed.

CITIZEN INPUT

There was no citizen input.

ARTS & CULTURE PROGRAM COORDINATOR UPDATE

Erika Valentine provided an update on CCEP Grant Projects, Pride Month Mural, Performers/artists directory project, etc.

COMMISSION BUSINESS

- The ACHC received an informative presentation from Assistant City Attorney, Stephanie Davidson, regarding procurement rules that are applicable to public art.
- The Skatepark mural project received 50 RFQ's which an internal team scored, reviewed and discussed. The Panel consisted of the ACHC and two members of the Skate Community. The ACHC (Panel) received the top 8 applications in their packet and scored them based on the RFQ rubric, prior to attending the March 6 meeting. Staff provided the panel with a ranked list of the top 8 artists. During the meeting the Panel discussed topics like the artists themes, color pallets, experience with outdoor projects, experience with large scale projects, variety in work/themes, appropriateness/applicability for a skatepark, etc. Through this process the Panel decided which 4 artist should advance to the design proposal round.

Member Altman made a motion for the following artists to advance to the design proposal round: Liza Burns, Travis Fields, Mila Sketch and Abigail Penfold. Member Schenk seconded the motion. All Panelists voted in favor and the motion passed.

ADJOURN

Meeting adjourned at 6:32PM.

NEXT MEETING

Wednesday, April 17, 2024 5:00 PM



Arts, Culture & Heritage Commission Staff Report

Date: April 17, 2024

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: Temporary Pride Mural Artist Selection

Recommended Action:

Review the two applications that were received in response to the Pride Mural Call for Art. Make a determination on which artist should be awarded the project.

Attachments:

1. Call for Art Application
2. Event Graphic
3. Application – Jade Sturms
4. Application – Lauren Kyles



**City of Wilsonville – Call for Art Application
Temporary PRIDE Month Mural**

**Proposals are due by: ~~March 20, 2024~~
EXTENDED: APRIL 1, 2024**

Budget: \$2,500

Questions? Contact Erika Valentine, Arts and Culture Program Coordinator at Evalentine@ci.wilsonville.or.us or 503-570-1629



The City of Wilsonville in collaboration with the Arts, Culture and Heritage Commission and the Diversity, Equity, and Inclusion Committee are requesting applications from a talented artist or artist team, with expertise in mural design and implementation, preferably with experience painting on glass, for an exterior mural on glass at the Parks & Recreation Administration building located at 29600 Park Pl., Wilsonville, OR 97070.

The budget for this project is not to exceed **\$2,500**, to be paid directly to the selected artist(s) which is inclusive of everything including but not limited to: time, labor, materials, travel expenses, etc. to be paid to the selected artist(s).

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. 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 and celebratory of the LGBTQIA+ community and Pride Month. The site is very visible by both pedestrians and cars, and will likely be utilized as a photo opportunity.

Deadline and Directions for Submittal

Applications are due by **APRIL 1, 2024**. Applications should be E-mailed to EValentine@ci.wilsonville.or.us

Applicants should make sure they get reply, to confirm that staff received their E-mailed application.

Submittal Parameters, Requirements and Directions

Based on the timeline constraints and community goals of project, this opportunity is only open to artists residing in Oregon.

Artists or Artist teams are required to submit the following that will be used in the evaluation and selection process:

- 1.) **Statement of Qualifications Summary Form & Signed Acknowledgement Letter** (found below page 6 & 7)
- 2.) **Prompt Question** (maximum 1 page) – Why are you interested in and excited about this specific project for Pride Month?
- 3.) **Past Work Samples** – (minimum 3 images, maximum 6 images) – Photos of your past artwork/public art projects that you have completed, that demonstrate your style/aesthetic and qualifications for this project
- 4.) **Design Sheet** – Designs may be depicted by drawing/sketching or digitally. All designs should be in color and show your specific plans for the glass windows.

Submissions should be E-mailed as ONE PDF, not separate files. Incomplete submissions will not be accepted.

Please make the subject of Email: Pride Mural – Artist or Artist Team members NAME (i.e. Pride Mural – Erika Valentine)

If selected, Artist(s) will be responsible for:

- Implementation – work consists of design and production of the work on-site, which must be executed by experienced artists. The mural will be painted directly on an exterior glass wall (outdoors).
- Coordination and consultation with Staff
- Obtaining the necessary general liability insurance

Selection Process

Stage One: City Staff

If deemed necessary, a team of City Staff will initially review and score the Call for Art Applications in order to give the Stage Two Selection Panel an appropriate amount of applications to review in a timely manner.

The initial evaluation team will individually review, score and rank the submissions based on the following criteria, as well as meet for discussion.

- 1.) **Prompt Question Response** (10 points max)
- 2.) **Previous body of work/ design aesthetic and artist excellence** (10 points max)
- 3.) **Design – originality, relevance to the project goals, fits theme** (20 points max)

Stage Two: Selection Panel (Arts, Culture and Heritage Commission & Diversity, Equity, and Inclusion Committee)

The top applications will be forwarded onto the Selection Panel which consists of the 9 member Arts, Culture and Heritage Commission (ACHC) and 2 – 3 members from the Diversity, Equity, and Inclusion (DEI) Committee.

The Selection Panel will individually review, score and rank the submissions based on the same criteria in Stage One above, as well as meet for discussion in order to come to consensus on the artist(s) they would like to award this project opportunity to.

Upon final selection, the artist or artist team will be required to enter into a contract with The City of Wilsonville.

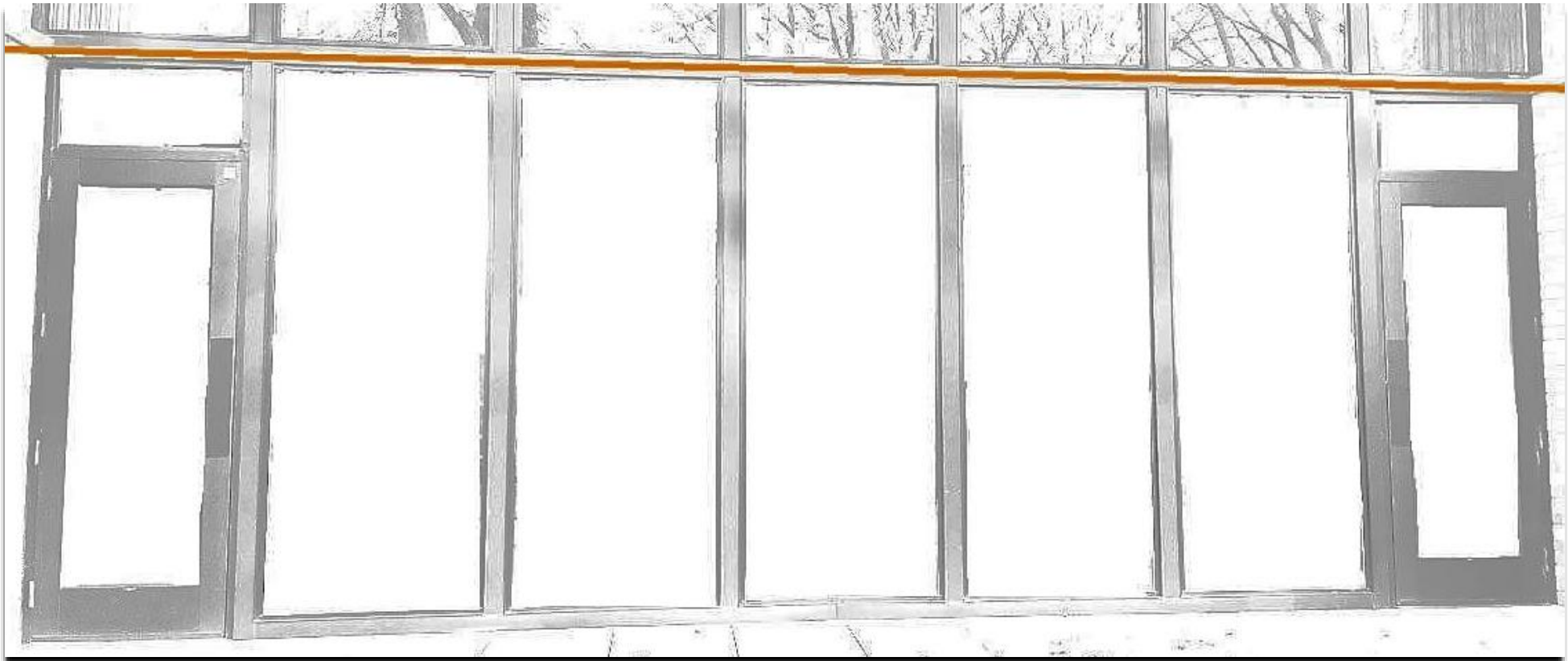
Timeline (subject to change)

Call for Art Deadline	March 21, 2024 April 1, 2024
Initial Evaluation Team Review (Stage One)	April 5, 2024
Selection Panel/Committee Review and Selection (Stage Two)	April 17, 2024
Artists Notified / project award	April 24, 2024
Contract and Mural Implementation	May 10, 2024
Mural MUST be complete by	June 1, 2024

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.



DESIGN – Reviewers will understand this is just a mock sketch/drawing OR digital depiction and will not look exactly like finished product. Designs using Colored Pencil, Pen, Marker, or Digital all accepted. Must be in color. Designs should be on all glass depicted under the orange line and NOT on any of the door frames below (shown in grey). Design should show your overall concept and plan for the mural as closely as possible. Artists may submit multiple designs and they will each be scored separately.



Statement of Qualifications – SUMMARY FORM

Legal Name of Applicant _____

Full Mailing Address (include City, State & Zip) _____

Phone _____ **Email** _____

Social Media _____ **Website** _____

ACKNOWLEDGEMENT LETTER *City of Wilsonville Temporary Pride Month Mural*

The undersigned artist (“Artist”) has responded to the Call for Art for The City of Wilsonville Temporary Pride Month Mural. By signing and submitting its response materials (“Artist’s Work”) to the City of Wilsonville (the “City”), Artist certifies and agrees as follows:

1. Artist’s Work is Artist’s own original work, and has not been created by another person (i.e., the Artist’s Work has not been plagiarized, or duplicated without modification). An exception is incorporating the Progress Pride Flag into design.
2. Artist’s Work does not contain any material misrepresentations (i.e., false or misleading statements of fact).
3. Artist understands that there is no stipend or compensation for completing and submitting the Call for Art Application. Only the artist(s) selected to complete the mural will be compensated. The selected artist(s) will be required to sign a contract agreement with The City of Wilsonville as well as provide proof of insurance.

_____ **Signature of Artist** _____ **Date**

PRIDE MONTH MURAL RECEPTION



The Arts, Culture, and Heritage Commission (ACHC) and the Diversity, Equity and Inclusion (DEI) Committee are presenting a mural at the Parks and Recreation Admin Building, painted by an Oregon artist to celebrate Pride Month!

Join us for the Pride Month Mural Reception! The mural will be viewable all of June for Pride Month and you can pick up your very own Wilsonville Pride Pin. There will also be a Pride themed Story Time from the Wilsonville Public Library. Light refreshments will be served.

Saturday, June 1
2-4 pm at Town Center Park



WILSONVILLE PRIDE PIN



Application for

WILSONVILLE TEMPORARY PRIDE MONTH MURAL

Presented by Jade Sturms
April 25, 2024

Statement of Qualifications – SUMMARY FORMLegal Name of Applicant Jade SturmsFull Mailing Address (include City, State & Zip) 6601 N Delaware Ave Portland OR 97217Phone 603.369.0110 Email jadesturms@gmail.comSocial Media @gasp.yikes

Website _____

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Signature of Artist

3/25/2024

Date

PROMPT RESPONSE

As an experienced window painter and artist whose work often intersects with public spaces, I am always grateful for any opportunity to create artwork that aligns with my passions and convictions while serving the community around me. I think works like the Temporary Pride Month Mural play a very important role in community by communicating care and support for our neighbors, and I think it's wonderful that the city of Wilsonville takes this seriously and values local hand-painted artwork to add an uplifting, human element to its public spaces. Pride month provides a valuable opportunity to express the importance of inclusion, safety and love by shouting out loud that the LGBTQIA+ community of Wilsonville and beyond is more than worthy of celebration and recognition. I would be honored to be a part of this project!





DESIGN SHEET



This mural project for Pride Month hits close to home for me on so many levels. As a queer artist and a proud member of the LGBTQIA+ community, it's a chance to tell our story. I grew up right here in Clackamas County. Coming out to friends and family in 2016 was a turning point – it was where my self-discovery began, where I truly defined who I am. But not everyone has that privilege. There are people out there who lack a supportive network, and that's why Pride Month and this project are both so important.

Back when I came out, judgment towards the LGBTQIA+ community was intense. Aggression, slurs, and hate crimes were far too common. Thankfully, Pride has helped our community grow stronger over the years. It's given so many people the freedom to express themselves authentically. This mural would be a way for me to give back, to showcase LGBTQIA+ pride, and hopefully, to amplify our voices. It's a chance to celebrate who we are and create a more inclusive space for everyone.

For this Pride Month mural, I wanted to create a visual language that celebrates the essence of the LGBTQIA+ community: love, understanding, compassion, and connection. With a folk art aesthetic, I incorporated subtle nods to Pride. The color palette echoes the rainbow flag without being overly literal. My illustrations symbolize growth, transformation, love, happiness, and the connections that bind us together. I also weaved in specific flowers and fauna with a rich history of representing same-sex love – the pansy, the violet, and the green carnation – adding a layer of symbolism for those in the know. To ensure the mural is truly inclusive, I've also portrayed the figures with a degree of androgyny. This allows everyone, regardless of gender identity, to see themselves reflected in the artwork and feel a sense of belonging.

This mural project feels like a homecoming for me. It allows me to express my journey as a queer artist and celebrate the community that raised me. Hopefully, it will inspire others to find their own voice and create a world where everyone feels the freedom to be themselves.

Thank you for giving me the opportunity to make artwork for both my hometown and the LGBTQIA+ community, and Happy (almost) Pride Month!

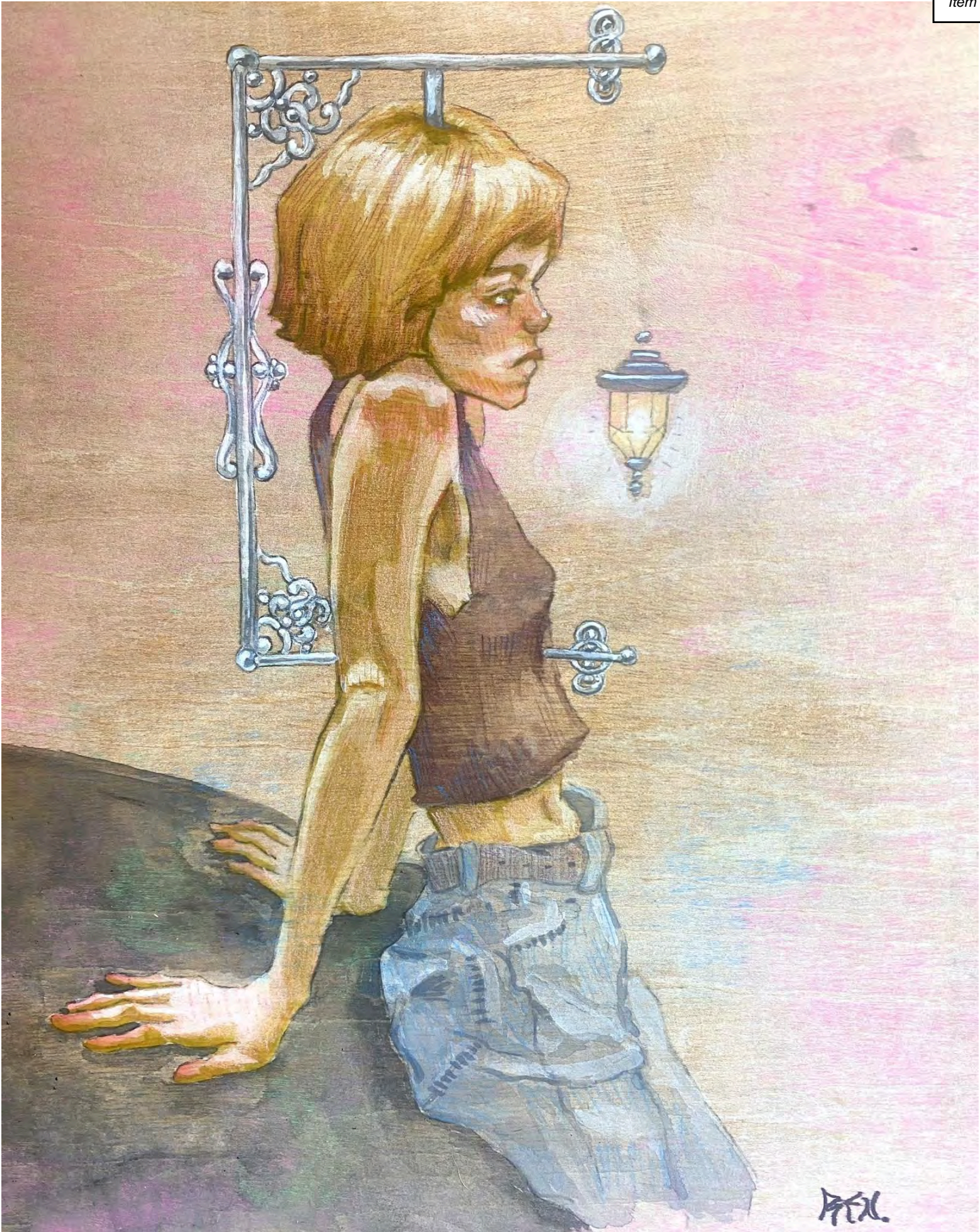
- Ren Kyles

Previous Work









Design











Arts, Culture & Heritage Commission Staff Report

Date: April 17, 2024

From: Erika Valentine, Arts & Culture Program Coordinator

Subject: Upcoming Schedule, Projects, etc.

Recommended Action:

Receive information from Erika Valentine regarding upcoming dates as well as upcoming confirmed projects which will take us through 2024 – 2025. Review the Arts, Culture, and Heritage Commission (ACHC) FY 2023/24 Five-Year Action Plan and Annual One-Year Implementation Plan and discuss future interests and projects that the Commission would like to focus on.

Background:

The ACHC has been working on projects which are outlined in the Five-Year Action Plan and Annual One-Year Implementation Plan which is a working document. The guidance of that plan was largely directed by the City's Arts, Culture, and Heritage Strategy. When discussing upcoming projects and areas of focus the ACHC should be mindful of their established priorities.

The Five-Year Action Plan and Annual One-Year Implementation Plan gets presented to City Council annually. While the ACHC has several projects that are currently in process and slated for the future, staff wants to give the Commission an opportunity to discuss other areas that they are wanting to focus on. This will help staff schedule out and plan the upcoming year +.

Attachments:

1. Calendar
2. List of Projects
3. (ACHC) FY 2023/24 Five-Year Action Plan and Annual One-Year Implementation Plan

Upcoming Dates

DATE	NAME	DESCRIPTION
May 22, 2024, 5pm (City Hall/Zoom)	ACHC meeting	Skatepark Mural Design Selection
June 1, 2024, 2pm-4pm (Town Center Park/Parks & Rec)	Pride Month Mural Reception, presented by ACHC and DEI	ACHC are invited
June 19, 2024, 5pm (Town Center Park)	Juneteenth Event, presented by DEI	AHCH are invited. Please note cancelling June ACHC meeting.
July 9, 2024, 6pm (City Hall/Zoom)	Joint meeting with ACHC and DEI	
August 21, 2024, 5pm (City Hall/Zoom)	ACHC meeting	
August 22, 2024, 5:30pm (Town Center Park)	Party in the Park Event	ACHC Invited, Volunteers?
August 24, 2024, 1pm – 3pm, (Memorial Park Skatepark)	Skate Jam	Skate Jam event. Will also be official unveiling of the mural although it may be complete prior event. ACHC invited/volunteers needed

Projects

- Oversight of the CCEP Grant (Annually)
- Skatepark Mural Project (completion this summer)
- Pride Mural (Completion in June, looking to be something we do annually)
- Many Cultures One Heart Public Art Project – Metro Grant (pending Council Approval, 2024 – 2025 +)
- Permanent Public Art Project at Boones Ferry Park (pending Budget Approval, 2025)
- Public Art Assessment (ongoing)
- Presence at community events (Party in the Park) – need update
- Harvest Festival Arts Vendors
- Directory of local arts groups/performers with Library (Ongoing)
- Placement of donated Michi sculptures (2024)
- Bringing new classes/workshops to Wilsonville (ongoing)
- Support of Nonprofits (ongoing)

RESOLUTION NO. 3083**A RESOLUTION OF THE CITY OF WILSONVILLE ADOPTING THE ARTS, CULTURE, AND HERITAGE COMMISSION (ACHC) FY 2023/24 FIVE-YEAR ACTION PLAN AND ANNUAL ONE-YEAR IMPLEMENTATION PLAN.**

WHEREAS, on November 16, 2020, the Wilsonville City Council (“Council”) approved Resolution No. 2857 which adopted the Arts, Culture, and Heritage Strategy (the “Strategy”); and

WHEREAS, the Strategy includes the recommendation that the “City forms an Arts and Culture Commission and provides support staffing resource,” and set forth a blueprint for implementing arts, culture and heritage in Wilsonville; and


WHEREAS, on December 20, 2021, the Council approved Resolution No. 2941 to create the Arts, Culture, and Heritage Commission that, among other duties, is to oversee the implementation of the Strategy and develop annually for Council approval long-term Five-Year Action Plan and annual One-Year Implementation Plan for prioritizing and fulfilling recommendations of the Strategy; and

WHEREAS, The ACHC voted unanimously on September 20, 2023, to recommend to the City Council adopted of the first annual ACHC FY 2023/24 Five-Year Action Plan and Annual One-Year Implementation Plan.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The City Council adopts the Arts, Culture, and Heritage Commission FY 2023/24 Five-Year Action Plan and Annual One-Year Implementation Plan, attached hereto as Exhibit 1.
2. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 6th day of November, 2023, and filed with the Wilsonville City Recorder this date.

DocuSigned by:

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JULIE FITZGERALD, MAYOR

ATTEST:

DocuSigned by:
Kimberly Veliz
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Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Fitzgerald	Yes
Council President Akervall	Yes
Councilor Linville	Yes
Councilor Berry	Yes
Councilor Dunwell	Yes

EXHIBIT:

1. Arts, Culture, and Heritage Commission FY 2023/24 Five-Year Action Plan and Annual One-Year Implementation Plan, September 20, 2023 with attachment



**Arts, Culture, and Heritage Commission (ACHC)
FY 2023/24 Five-Year Action Plan and
Annual One-Year Implementation Plan**

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A. Introduction

The City of Wilsonville’s Arts, Culture, and Heritage Commission’s (ACHC) purpose is to provide ongoing input and advise the City Council and other City Boards, commissions and committees on matters relating to advancing arts, culture and heritage in Wilsonville and oversee recommendations outlined in the Arts, Culture & Heritage Strategy (ACHS). The ACHS, a City Council 2019-20 Goal, provides findings and recommendations for cultivating a sustainable, long-term plan that supports community aspirations for a vibrant cultural scene in Wilsonville. The City Council approved [Resolution No. 2857](#), adopting the ACHS in November 2020, which included many key findings and recommendations on how to achieve this. Within the ACHS, one recommendation states “City forms an Arts and Culture Commission and provides supporting staffing resource.” A 2021-23 Council Goal included: “5.3 Establish the Arts and Culture Board.” The City Council formed the ACHC in December 2021 via [Resolution No. 2941](#), which began meeting in April 2022, and hired an Arts and Culture staff person in November 2022 to propel the recommendations within the Arts, Culture, and Heritage Strategy forward.

The ACHC also oversees the Community Cultural Events and Programs Grant including the recommendation of disbursement of grant funds. The ACHC is also charged specifically to develop annually for City Council approved fiscal-year plans for a long-term Five-Year Action Plan and annual One-Year Implementation Plan for prioritizing and fulfilling recommendations of the ACHS.

B. Arts, Culture, and Heritage Commission Members

Supported by the Parks and Recreation Department, the ACHC is composed of nine (9) voting members appointed by the Mayor with Council confirmation and four (4) non-voting ex-officio members who provide advice to the Commission, as stated in the Commission Bylaws established by Resolution No 2941.

The founding members of the commission included:

- **David Altman**
- **Joan Carlson**
- **Jason Jones**
- **Benjamin Mefford**
- **Susan Schenk**
- **Angela Sims**
- **Elaine Swyt**
- **Steven Traugh**
- **Deborah Zundel**
- **City of Wilsonville Parks and Recreation Department:** Kris Ammerman, Director
- **City of Wilsonville Administration,** Mark Ottenad, Public Affairs Director
- **City of Wilsonville City Council:** Mayor Julie Fitzgerald

- **Consultant:** Bill Flood

The 23/24 members include:

- **David Altman**
- **Joan Carlson**
- **Jason Jones**
- **Sageera Oravil Abdulla Koya**
- **Benjamin Mefforod**
- **Susan Schenk**
- **Angela Sims**
- **Deborah Zundel**

Staff Liaison:

- **City of Wilsonville Parks and Recreation Department**, Erika Valentine, Arts and Culture Program Coordinator

C. Mission & Vision

In FY 2022/23 the ACHC established a mission and vision statement to provide clarity and direction on their work. The mission is as follows:

To enhance the Wilsonville community by supporting, advocating and advising on matters relating to advancing arts, culture & heritage. We strongly believe residents' lives are enriched and enhanced through a thriving arts and culture environment.

The Vision is as follows:

Lives will be enriched and enhanced through a thriving arts and culture environment in Wilsonville.

Our vision for Wilsonville is one that:

- *Supports all creatives*
- *Fosters a sense of inclusivity for all cultures*
- *Has a vibrant cultural identity*
- *Celebrates local history and heritage*
- *Is recognized for accessible community cultural facilities, parks, and other spaces to host a variety of creative forms and activities*
- *Has a robust Public Art program*

D. Commission Meetings

The Commission met on eleven occasions in FY 2022/23, exceeding the minimum required four meetings per fiscal year pursuant to Resolution No. 2941.

E. Charge of ACHC

- Make recommendations to City Council and staff on cultural arts programs, activities, services, policies, etc.
- Support and build awareness of cultural arts programs in Wilsonville and work with other agencies and organizations involved in cultural arts programs to continually build partnerships
- Receive and evaluate input from the community, including input from other individuals and organizations on relevant cultural arts topics and programming
- Act as a liaison for cultural arts issues to other governmental, schools, non-profit and private organizations
- Advise the City on future Public Art program plans and serve as the City’s review body for public art projects as they move through the approval process
- Serve as a resource to the City on a wide range of visual and performers arts mediums and topics
- Advise the City on arts facility needs and design
- Provide feedback to staff on the assessment of current and future needs of the cultural arts community
- Increase opportunities for artists/creatives

F. Advancing Arts, Culture, and Heritage Strategy (ACHS)

The commission is charged with moving the ACHS forward.

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

Objective	
A	Provide leadership and coordination to support arts, culture and heritage activities, events, facilities and programs
B	Improve inter-governmental collaboration and coordination to advance arts, culture, and heritage
C	Work with partners to advance an arts and cultural center/facility
D	Develop a long-term, sustainable public art program
E	Suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs
F	Provide strategic assistance to Wilsonville cultural nonprofits in order to build organizational capacity
G	Identify and recommend sustainable funding mechanisms to support cultural activities, events and programs
H	Make recommendations concerning the goals and objectives, and the selection and disbursement of funds of the Community Cultural Events and Programs Grant

G. Past Year’s Accomplishments, FY 2022/23

As a new Commission many of the initial meetings consisted of laying the ground work and building an understanding of their role as an Advisory Board, overall charge, by-laws, ACHS, etc. The following is an accounting of accomplishments achieved towards meeting objectives through FY 2022/23.

- **Recruit to fill all voting positions for the ACHC**

Mayor Fitzgerald appointed 9 voting members who began meeting in April 2022.

- **Elect chair/vice-chair leadership positions.**

Deborah Zundel was elected Chair and Elaine Swyt was elected Vice Chair during the second meeting in May 2022 for 22/23.

Deborah Zundel was re-elected Chair and Angela Sims was elected Vice Chair during the June 2023 meeting for 23/24.

- **Commission began overseeing the Community Cultural Events and Programs (CCEP) Grant**

Due to the creation of the new ACHC, the previous Tourism Grant program was transferred to the ACHC per Resolution No. 2941 (2021). The ACHC retooled the grant language and approved new grant guidelines and criteria.

- **Commission made CCEP Grant fund distribution recommendations to Council**

The ACHC received and reviewed four applications from the following nonprofits: Charbonneau Arts Association (additional supplies to display more work at festival), Wilsonville Public Library Foundation (Story Walk), Wilsonville Rotary Foundation (Summer Concert Series), and Oregon Old Time Fiddlers Association (concerts, jam sessions, workshops).

- **The ACHC had a joint collaborative meeting with the Diversity, Equity and Inclusion (DEI) Committee**

- **The ACHC began evaluating the Public Art Collection**

The ACHC received an assessment form which is a tool to assess existing Public Art works in the City. It also acts as a way to make sure all of the pertinent information on pieces are documented and cataloged. Additionally, the ACHC received several presentations from staff, Bill Flood (Community Development/Arts Consultant, and Karl LeClair (Hillsboro Public Art Supervisor) in order to gain information on Public Art programs.

- **The ACHC selected an artist to commission a piece of work at Tivoli Park**

The ACHC selected artist Karen Rycheck, local mosaic/tile artist, to commission a piece which has been added to the City's Public Art Collection.

- **The ACHC recommended hosting an informative session on strategic planning for local arts and culture nonprofit organizations.**

Bill Flood, the consultant who worked on the ACHS, hosted a session for local nonprofits. Four Wilsonville Nonprofits attended including: Wilsonville Historical Society, Wilsonville Arts and Culture Council, Library Foundation, and Wilsonville Choral Arts Society.

- **The ACHC had a joint collaborative meeting with The City of West Linn’s Art & Culture Commission Advisory Board.**

The purpose of this meeting was to network and discuss arts and the WLWV School District as well as future collaborations.

- **The ACHC provided feedback and input to Public Art Program Guidelines and Policy to be forwarded to Council for final approval.**

The ACHC discussed public art program models, funding, goals, etc. at several ACHC meetings. The Public Art Program Guidelines and Policy is the first step in establishing and legitimizing the City’s Public Art Program.

- **The ACHC recommended that Wilsonville City Hall become the newest gallery, as part of Clackamas County Arts Alliance’s Artist Exhibit Program**

The gallery will rotate every three months and feature local artists. This will provide additional opportunities for artists and bring new artists to Wilsonville.

- **The ACHC approved the City acquiring two donated pieces of public art by local renowned Japanese American artist, Michihiro Kosuage**

- **Participated in Community Events hosted by the Parks and Recreation Department to increase community awareness of the ACHC.**

The ACHC recommended that staff hire a professional chalk artist for the Party in the Park event in order to have a larger arts presence. The ACHC also tabled at this event.

H. Five-Year Action Plan ACHC: FY 2023/24 – FY2027/28

The longer-range five-year plan recommended by the commission focuses on progressing at the objectives derived from the ACHS.

While the Commission recognizes that adjustments are to be made to the longer-range plan via annual ‘course corrections’—the five-year plan is outlined below in fiscal years, July 1 of one year to June 30 of the following year.

Annually the ACHC will make recommendations on the distribution of the CCEP Funds.

Year 1

FY 2023/24

- **Conduct Commission Business**
- **Leadership, Meetings:** Continue recruitment efforts to fill all voting positions for the ACHC. Elect committee chair/vice-chair leadership positions annually.
- **Review and recommend funding of Community Cultural Events and Programs Grant**
- **Implement the Community Enhancement Program Funds which were received for a Skate Park Mural located in Memorial Park** The ACHC will advance this project including engaging with the skate community, reviewing the RFQ, artist interviews, selection process, etc.

- **Develop and brainstorm ways to offer continued support and capacity building for local nonprofits such as providing training opportunities**
- **Increase arts classes and arts components of existing special events**
- **Determine locations for future public art pieces**
- **Assessment of current Public Art Collection**

**Year 2
FY 2024/25**

- Complete temporary and permanent Public Art projects
- Investigate funding structures and options for advancement of Public Art and Arts programs
- Review and recommend funding of Community Cultural Events and Programs Grant
- Increase awareness of arts, culture and heritage programs through marketing – improve and develop ACHC/Arts website to support local artists, nonprofits, provide education, etc.
- Evaluate and/or expand Gallery Program
- Collaborate and strategize on coordination with the Library, School District, other arts organizations, etc.
- Develop culturally relevant programming/opportunities/events, centering diversity, ethnic inclusivity and accessibility.

**Year 3
FY 2025/26**

- Complete temporary and permanent Public Art projects
- Investigate funding structures and options for advancement of Public Art and Arts programs
- Review and recommend funding of Community Cultural Events and Programs Grant
- Identify partners, assess needs and assess existing cultural arts related facilities and assets as they relate to an arts and cultural center/facility
- Develop culturally relevant programming/opportunities/events, centering diversity, ethnic inclusivity and accessibility.

**Year 4
2026/27**

- Complete temporary and permanent Public Art projects
- Investigate funding structures and options for advancement of Public Art and Arts programs
- Review and recommend funding of Community Cultural Events and Programs Grant
- Develop culturally relevant programming/opportunities/events, centering diversity, ethnic inclusivity and accessibility.

**Year 5
2027/28**

- Complete temporary and permanent Public Art projects
- Investigate funding structures and options for advancement of Public Art and Arts programs
- Review and recommend funding of Community Cultural Events and Programs Grant
- Continued advancement of an arts and cultural center facility
- Develop culturally relevant programming/opportunities/events, centering diversity, ethnic inclusivity and accessibility.

I. Annual One-Year Implementation Plan: FY23/24, July 2023 – June 2024

Next fiscal year's work plan is segmented into four main sections:

1. **Conduct ACHC Business:** The committee executes all Council-mandated activities, including:
 - **Leadership:** Elect a chair and vice chair at the first meeting of the new fiscal year.
 - **Meetings:** Hold at least four meetings with quorum attendance during the fiscal year.
 - **Plans:** Work with staff to draft for City Council adoption of an updated version of the Five-Year Action Plan and Annual One-Year Implementation Plan.
2. **Public Art:** The ACHC will work with staff and other stakeholders to advance public art projects while following the City's Public Art Policy and Guidelines, adopted by Council. Projects include a mural at Memorial Park Skate Park and may include smaller community based or temporary projects. The ACHC will continue to assess the existing public art collection, determine goals of future projects, establish future sites of public art, etc.
3. **Public Awareness:** Cultivating increased local residents' knowledge and interest in learning about local arts, culture and heritage, as well as increased opportunities to engage with arts, culture and heritage. This will be achieved by increased marketing efforts and additions of arts, culture and heritage programs and classes.
4. **Community Cultural Events and Programs Grant:** Review and recommend funding of the grant program.