



ARTS, CULTURE, AND HERITAGE COMMISSION MINUTES

March 15, 2023 at 5:00 PM

Wilsonville City Hall

PARTICIPANTS MAY ATTEND THE MEETING AT:

Wilsonville City Hall, 29799 Town Center Loop E, Wilsonville, OR

You can watch the meeting here: <https://us02web.zoom.us/j/85229424433>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Erika Valentine:

EValentine@ci.wilsonville.or.us or 503-570-1629

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:

Erika Valentine - Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER [5:00 PM]

The meeting was called to order at 5:02PM

1. Roll Call

PRESENT: Member Elaine Swyt, Member Angela Sims, Member Steven Traugh, Member Jason Jones, Member Benjamin Mefford, Member Susan Schenk, Member David Altman

ABSENT: Member Joan Carlson (excused), Member Deborah Zundel (excused)

EX OFFICIO/ CITY STAFF PRESENT:

Mayor Julie Fitzgerald, City Council Liaison

Erika Valentine, Arts & Culture Program Coordinator

Shasta Sasser, Library Director

Bill Flood, Community Development Consultant

Kris Ammerman, Parks and Recreation Director

Brian Stevenson, Program Manager

Amanda Guile-Hinman, City Attorney

CONSENT AGENDA [5:02 PM]

2. Approval of Minutes: 2.15.2023

Motion made by Member Schenk, Seconded by Member Mefford. Voting yea: Member Swyt, Member Sims, Member Traugh, Member Jones, Member Altman

CITIZEN INPUT [5:05 PM]

There was no citizen input.

COMMISSION BUSINESS [5:10 PM]

3. Public Meetings, Public Records, and Ethics Presentation (Guile-Hinman) 5:10 PM

City Attorney Amanda Guile-Hinman provided a presentation which covered things such as rules for communication outside public meetings, types of decisions commissioners make in meetings, Public Records definitions and rules, ethics, and conflicts of interest.

4. Community Cultural Events & Programs (CCEP) Grant Preparation (Stevenson) 5:40 PM

Program Manager Brian Stevenson presented on the CCEP Grant and Process in preparation for the April 5 grant review meeting. The presentation included reminders to the ACHC of what they will be receiving in their upcoming packets, how to review the applicants budgets, applicant presentations, rubrics, how to review their scope of project, etc. Stevenson clarified that the scoring rubric should be a tool to guide discussion and does not equate directly to the funding result. Stevenson recommended ACHC ask applicants if applicants do not receive full funding, will they be able to complete the project, or what portion of project is possible without full funding. Stevenson also clarified that the grant is a matching grant, and those matching resources can be product, time or financial. He noted that volunteer time is also a valid match and may be noted. Stevenson also reminded the ACHC that all applicants will be in the room and to be nonbiased for the review. Stevenson also reminded the ACHC how the discussion will go and how making a motion will take place about funding the application projects. Stevenson also let the group know the grant funding is not a reimbursement grant and that upon council approval the groups would receive the funding via check. A final report is also required at the end of the project. Stevenson also confirmed that any funds not distributed does not roll over due to the City's budget cycle.

5. Tivoli Park Artist Selection (Valentine) 6:10 PM

Arts and Culture Program Coordinator provided information and background on the Tivoli Art project. Valentine presented four OR/WA based artists for potential candidates to be hired for the Tivoli Project. Valentine provided work sample images for each artist for the ACHC to discuss and ultimately score and vote. The majority of this agenda item was open ACHC discussion. Several members were preferable to the Portland artists due to them being in closest proximity to Wilsonville. Members had varying thoughts on color scheme. The Commission was between two artists: Mark Brody and Karen Rycheck. Member Altman made a motion to approve Karen Rycheck as the first choice artist and Mark Brody as the second choice artist. The Motion was seconded by Member Mefford. Motion passed unanimously.

STAFF REPORTS

6. Upcoming Programs and Events

ADJOURN

The meeting was adjourned at 6:40PM

NEXT MEETING

WED APRIL 5, 2023 6:00 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.

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