



**CITY COUNCIL MEETING  
STAFF REPORT**

<p><b>Meeting Date:</b> January 6, 2025</p>	<p><b>Subject: Resolution No. 3184</b> A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2024/2025</p> <p><b>Staff Member:</b> Erika Valentine, Arts &amp; Culture Program Coordinator</p> <p><b>Department:</b> Parks and Recreation</p>	
<p><b>Action Required</b></p>	<p><b>Advisory Board/Commission Recommendation</b></p>	
<p><input checked="" type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing Date:</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading Date:</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading Date:</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information or Direction</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Council Direction</p> <p><input checked="" type="checkbox"/> Consent Agenda</p>	<p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not Applicable</p> <p><b>Comments:</b> N/A</p>	
<p><b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.</p>		
<p><b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.</p>		
<p><b>Project / Issue Relates To:</b> Community Cultural Events and Program Grant</p>		
<p><input checked="" type="checkbox"/> Council Goals/Priorities Establishment of an Arts and Culture Commission – Fund allocation of the Community Cultural Events and Programs Grant.</p>	<p><input checked="" type="checkbox"/> Adopted Master Plan(s) Arts, Culture, and Heritage Strategy</p>	<p><input type="checkbox"/> Not Applicable</p>

**ISSUE BEFORE COUNCIL:**

Consider funding the Community Cultural Events and Programs Grants for FY 2024/2025, as recommended by the Arts, Culture and Heritage Commission (ACHC).

## **EXECUTIVE SUMMARY:**

The intention of the Community Cultural Events and Program, referred to as the CCEP Grant, is to focus funding in support of arts, culture, and heritage programs. The CCEP Grant is intended to aid non-profit organizations to produce projects, programs, or events that promote arts, culture, history, and heritage as well as for festivals and special events for the benefit of the Wilsonville community. The grant program seeks to stimulate participation in local culture.

The grant criteria is purposely broad to be inclusive of different types of arts, culture, and heritage projects. Types of projects to be considered for funding include the following:

- 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.

Community Cultural Events and Program Grant Application materials were posted on the City's website in summer 2024. Staff advertised the grant in the Boones Ferry Messenger, on City social media, with the Clackamas County Arts Alliance and Tualatin Valley Creates. Information was also sent directly to local Arts & Culture Non-Profit Organizations. Applications were due November 15, 2024.

The Arts, Culture & Heritage Commission met on December 4, 2024, to receive presentations from the three applicants. After discussing the proposals, the Commission recommended funding for the following projects:

### **Charbonneau Arts Association – Wilsonville Music Festival, (\$10,000)**

- Charbonneau Arts Association requested grant funds to support their first Wilsonville Music Festival at Charbonneau to be held in the summer of 2025 with potential partner Cascade Blues Festival. The project would include stipends for professionals to help develop the festival and to secure genre-specific musicians, fund musicians, advertising, and student workshops.

### **Wilsonville Rotary Foundation – Summer Concert Series (\$8,000)**

- The Wilsonville Rotary Concert Series will take place the last three Thursdays in July and the first Thursday in August. The Rotary Foundation works with a professional booking agency to curate a series of concerts that appeals to diverse interests. The grant funds would go towards paying the bands, sound technician staff and equipment, rental fees, advertising, etc.

**Wilsonville STAGE– “Pop Up” Performances (\$3,000)**

- With challenges of utilizing traditional venues for theater, Wilsonville STAGE has adapted to come up with a plan for “Pop Up Performances,” including producing two shows for weekend matinees. While these performances are low-cost due to minimal needs for costumes, props, lights/sound; the grant funds would go towards venue and rehearsal space fees.

**TIMELINE:**

For this 2024/2025 grant cycle, projects that receive funding must be completed by September 1, 2026.

**CURRENT YEAR BUDGET IMPACTS:**

The Community Cultural Events and Program Grant is funded from the City’s General Fund in the amount of \$25,000. The fiscal year 2024/25 budget allocated \$25,000 in grant funds.

**COMMUNITY INVOLVEMENT PROCESS:**

The Commission reviewed all grant applications at a public meeting.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The community will benefit from an increase of arts, culture and heritage programs and events, as well as additional opportunities for youth to get involved with cultural arts.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3184
2. Community Cultural Events and Program Grant Guidelines