



**CITY COUNCIL MEETING
STAFF REPORT**

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| Meeting Date: February 19, 2026 | | Subject: Resolution No. 3234 A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2025/2026. Staff Member: Erika Valentine, Arts & Culture Program Coordinator Department: Parks and Recreation | |
| Action Required | | Advisory Board/Commission Recommendation | |
| <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda | | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable Comments: N/A | |
| Staff Recommendation: Staff recommend Council adopt the Consent Agenda. | | | |
| Recommended Language for Motion: I move to approve the Consent Agenda. | | | |
| Project / Issue Relates To: Community Cultural Events and Program Grant | | | |
| <input type="checkbox"/> City Council Goals/Priorities | <input checked="" type="checkbox"/> Adopted Master Plan(s) Arts, Culture, and Heritage Strategy | <input type="checkbox"/> Not Applicable | |

ISSUE BEFORE COUNCIL:

Consider funding the Community Cultural Events and Programs Grants for fiscal year (FY) 2025-26, 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 are 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 engage 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 2025. 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 14, 2025.

The Arts, Culture & Heritage Commission met on January 21, 2026 to receive presentations from the applicants. After question and answer sessions and discussing the proposals, the Commission recommended the following funding allocations. The below project summaries are derived from the applicant's submitted materials.

Charbonneau Arts Association – Increase Attendance and Sponsorships at Charbonneau Arts Association Events, (\$8,000)

- The requested funds to support their marketing efforts to focus on social media and less traditional marketing in order to increase attendance to their events, such as the Wilsonville Festival of the Arts at Charbonneau. The requested grant funding is for hiring a social media marketing consultant to help the organization expand beyond their regular channels. The consultant is also expected to train an ongoing group of volunteers to help and continue marketing moving forward. The goals for this funding are to increase attendance and thus increase proceeds that can be donated to the local fine arts and performing arts programs at local schools, continue building community ties with greater Wilsonville, expand donations and support of the arts in schools, and expand art sales at the festival.

Korean War Veterans Association – Oregon Trail Chapter 72 – Korean Defense Service Monument (\$4,000)

- The requested funds are to support their efforts in installing a new Korean Defense Service Monument to be located at the existing Oregon Korean War Memorial in Town Center Park, Wilsonville. The funding is said to go towards installation and public outreach efforts, including a formal dedication ceremony and educational materials. This new monument would 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. 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 Rotary Club of Wilsonville – Summer Concert Series (\$8,000)

- The requested funds are to support Rotary's Summer Concert Series which is set to take place on the following Thursdays: July 16, July 23, July 30, and August 6. 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 more. The concert series continue to enhance Wilsonville's image as a family friendly community. The grant funding helps the organization work with a professional booking agency to curate the concerts that will appeal to diverse interests. Other expenses for pulling off the summer concert series includes: advertising, rental costs, sound technicians, equipment, and the booking of the actual bands. Rotary's goal is to entertain between 3,000 and 5,000 concert goers at the four concerts and attract visitors from other communities.

Wilsonville Choral Arts Society – 'Equipped for Success' (\$1,000)

- The organization is a community choral group that serves children and adults in their respective choirs within the greater Wilsonville Area. The requested funds would allow them to enrich the local community of Wilsonville with the gift of song, friendship and civic engagement. The grant funding would support purchasing musical equipment for the Wilsonville Choral Arts Society which is needed in order to perform out in the community. The equipment needed includes a portable piano and keyboard case, a keyboard bench, a piano stand, and music stand which will make pop-up performances for feasible. Their project goals are to increase community involvement by performing at more locations and events in Wilsonville. The equipment will also make them more flexible in their ability to consider spaces for rehearsals which help advance their program.

Wilsonville STAGE– Providing Live Theatre for Wilsonville Oregon (\$1,500)

- Performance venues within the City of Wilsonville for ongoing performances are hard to come by, and as a result, WilsonvilleSTAGE has had to utilize venue space outside of Wilsonville. However, they are dedicated to returning to Wilsonville and are in discussions for holding performances at the Wilsonville Library and the Meridian United Church of

Christ which would both be matinee performances. Their goals are to bring live theatre back to Wilsonville in 2026. The funding request contributes to performance venue space rental costs, rehearsal venue rental costs, rights/licenses, transportation, marketing, etc.

TIMELINE:

For this FY 2025-26 grant cycle, projects that receive funding must be completed by September 1, 2027.

CURRENT YEAR BUDGET IMPACTS:

The Community Cultural Events and Program Grant is funded by the City's General Fund in the amount of \$25,000. The fiscal year 2025-26 budget allocated \$25,000 for Community Cultural Events and Programs (CCEP) grant funds.

COMMUNITY INVOLVEMENT PROCESS:

The Commission reviewed all grant applications at a public meeting on January 21, 2026.

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 people to get involved with cultural arts. By providing funding support for local cultural arts non-profit organizations we strengthen arts in Wilsonville.

ALTERNATIVES:

N/A

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3234
2. Community Cultural Events and Program Grant Guidelines