



# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Wilsonville City Council Work Session

Nov. 15, 2021

- **Bill Flood**, Community Cultural Development Consultant
- **Mark Ottenad**, Public/Government Affairs Director, Project Manager

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Tonight's City Council Review:

- Summary overview of Arts, Culture and Heritage Strategy (ACHS)
- Implementation plan and ACHC research process
- ACHC draft recommendations for City Council consideration
  - Resolution for formation of ACHC scheduled for Dec. 20 Council meeting

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)



## Arts, Culture, and Heritage Strategy (ACHS)

November 2020



# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020

- 42-member Arts, Culture and Heritage Strategy (ACHS) Task Force - 33 served on 3 committees
- Community, Latinx family, youth engagement meetings
- Cultural vision and assets inventory surveys
- 51 stakeholder interviews
- Survey of 15 communities in Portland metro region for arts, culture and heritage programs and facilities

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020

### Recommendations

# **Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)**

## **Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020**

### **Recommendations**

**City adopts this cultural strategy and provides public-sector leadership and coordination to support community arts, culture and heritage facilities, programs and events.**

# **Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)**

**Summary Overview of Arts, Culture and  
Heritage Strategy (ACHS), Nov. 2020**

**Recommendations**

**City forms an Arts, Culture and Heritage  
Commission and provides supporting staffing  
resource.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020

### Recommendations

City forms an Arts, Culture and Heritage Commission and provides supporting staffing resource.

*The ACHC advises staff and City Council on implementing the ACHS Recommendations*



# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020

### Recommendations

**Improve inter-governmental collaboration and coordination to advance arts, culture and heritage.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

Summary Overview of Arts, Culture and  
Heritage Strategy (ACHS), Nov. 2020

Recommendations

The City works with partners to advance an  
arts and cultural center/facility.

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Summary Overview of Arts, Culture and Heritage Strategy (ACHS), Nov. 2020

### Recommendations

**Develop a long-term, sustainable public-arts program.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

Summary Overview of Arts, Culture and  
Heritage Strategy (ACHS), Nov. 2020

Recommendations

**Make cultural diversity and ethnic inclusivity a  
priority.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Implementation plan July 2021 and ACHC research process, Sept-Oct 2021

- Issues to be resolved in forming ACHC
  - Bylaws, duties, membership, qualifications, city department staff support, etc.
- Public engagement: Aug. 30 meeting with nonprofits, online survey Oct 26-Nov 8
- Research 15 communities

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Research 15 communities

1. Beaverton
2. Forest Grove
3. Gresham
4. Hillsboro
5. Hood River
6. Lake Oswego
7. McMinnville
8. Milwaukie
9. Newberg
10. Oregon City
11. Sherwood
12. Tigard
13. Tualatin
14. Vancouver
15. West Linn

# **Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)**

## **Arts, Culture and Heritage Commission (ACHC)**

### **Draft Recommendations for City Council Consideration**

***Please Provide Feedback on  
Following Draft Recommendations***

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Form the Arts, Culture and Heritage Commission (ACHC)

- Avoid confusion with the Wilsonville Arts & Culture Council (WA&CC), recognize the importance of heritage and provide a direct tie to the guiding document ACHS.
- Inactive City Heritage Tree Committee to become a subcommittee.
- ACHC could form subcommittees that may focus on particular issue or topic.



# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

**Purpose: The Arts, Culture and Heritage Commission has three primary purposes:**

**A. The Commission oversees implementation of the Arts, Culture and Heritage Strategy (ACHS) and is charged specifically to develop a larger Five-Year Action Plan and annual One-Year Implementation Plans for prioritizing and fulfilling recommendations of the ACHS to the City Council for approval.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

**B. The Commission makes recommendations to the City Council to provide public-sector leadership and coordination to support arts, culture and heritage facilities, programs and events; to improve inter-governmental collaboration and coordination to advance arts, culture and heritage; to work with partners to advance an arts and cultural center/facility; to develop a long-term, sustainable public-arts program; to suggest ways to make cultural diversity and ethnic inclusivity a priority for cultural programs; to provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and to identify sustainable funding mechanisms to support arts, culture and heritage.**

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**C. The Commission makes recommendations to the City Council concerning the selection and disbursement funds of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events Matching Grant Program that supports programs and events featuring arts, culture and heritage benefiting the community.**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Membership

- **9-member commission (voting members)**
  - **5-member quorum to conduct business**
  - **Minimum 5 City residents**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Membership

- **4 Ex-Officio Members (non-voting)**
  - **City Councilor liaison**
  - **City Manager or designee (Administration Dept.)**
  - **Library Director or designee**
  - **Parks and Recreation Director or designee**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Qualifications to Serve

Commissioners shall be community members with knowledge and experience in arts, culture and heritage who participate in or support arts, culture or heritage activities, and includes artists, business professionals, youth, and those with experience relevant to the purpose of the Commission. Members are not appointed to represent specific constituencies, but to act on behalf of the entire community.

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Appointment

- Traditional City process for volunteer boards and committees
- Mayor appoints and City Council confirms
- Mayor may remove a Commission member with City Council concurrence

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Terms

- **3-Year Terms**

- **Initial set of commission positions have staggered term lengths:**
  - 3 members with 1-year term
  - 3 members with 2-year terms
  - 3 members with 3-year terms
- **Term limits of 3 consecutive terms**
- **1-year break after 3 terms**



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## Commission Organization

- Elects Chair and Vice Chair at the first meeting the fiscal year.
- Member deemed to have resigned when missing three consecutive meetings without excuse.

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## Meetings

- **No maximum; only a floor:  
Minimum of 4 meetings per fiscal year**
- **May meet with less than quorum**
- **Quorum of at least 5 voting members to  
vote on any matter**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Departmental Support

- **Parks and Recreation Department to house Commission**
- **Related City volunteer boards/nonprofits**
  - **Parks and Recreation Advisory Board**
  - **Kitakata Sister City Advisory Board**
  - **Korean War Memorial Foundation of Oregon**
  - **Tourism Promotion Committee**

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Departmental Support

- Parks and Recreation Department  
– *primary ACHC supporting department*
- Administration Department  
(City Manager's Office)
- Wilsonville Public Library

# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Next Steps:

- Review City Council directions on ACHC, respond to questions or issues as needed
- Resolution for formation of ACHC scheduled for Dec. 20 Council meeting



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# Draft Recommendations for Formation of the Arts, Culture and Heritage Commission (ACHC)

## Section A: Introduction

### Definitions

By “arts” we mean those practices and disciplines that grow our expressive minds, skills, and encourage creativity and compassion.

By “BIPOC” we mean an acronym for Black, Indigenous, and People of Color.

By “creatives” we mean people with an intense desire to make, create, produce original work. We include artists, designers, craftspeople, scholars and teachers, writers, documentarians, historians and heritage specialists, librarians, and others.

By “culture” we mean those traditions, skills, practices that unite us and from which we draw our individuality, and also practices that build our critical thinking and awareness.

- By “formal culture” we mean primarily public, private non-profit, or private-for-profit heritage, history, humanities organizations or individuals (cultural practitioners/cultural workers) and their work.
- By “informal culture” we mean experiences such as community theater, singing in a church choir, traditional or social dancing, belonging to a book club, or participating in a community garden.

Both formal and informal culture are elements of a healthy community culture.

By “heritage” we mean those events, sites, elements of our culture that are inherited and have a special place in our collective memory. “History” chronicles our past.

By “Latinx” we mean a gender-neutral term for people of Latin American descent.

*These definitions are grounded in the understanding that we are all a product of and participate in culture: we inherit parts of our culture and are continually making, changing, and transforming other elements of our culture. (2018 Clackamas County Plan for Arts, Heritage, and Humanities)*

