



## **MEETING NOTICE**

**TUALATIN ARTS ADVISORY COMMITTEE  
JANUARY 12, 2016 - 6:30 PM  
COMMUNITY SERVICES ADMINISTRATIVE OFFICE  
8515 SW TUALATIN RD.**

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**A. CALL TO ORDER**

**B. APPROVAL OF MINUTES**

1. November 17, 2015

**C. COMMUNICATIONS**

1. Chair
2. Council Liaison
3. Staff
4. Public

**D. OLD BUSINESS**

1. Community Enhancement Award
  - Discussion  
(Committee)
2. 2016-17 Budget and Goals
  - Discussion  
(Committee & Staff)
3. ArtWalk and WCVa Grant
  - Update  
(Kelsey Lewis)
4. ArtSplash Subcommittee
  - Discussion  
(Kelsey Lewis)
5. Tualatin River Greenway Trail Project
  - Update  
(Paul Hennon)

**E. NEW BUSINESS**

**F. COMMUNICATIONS FROM COMMITTEE MEMBERS**

**G. ADJOURNMENT**





# City of Tualatin

November 17, 2015

**PRESENT:** Art Barry, Frank Bubenik, Kristin Erickson, Gary Thompson, Dawn Upton  
**ABSENT:** Buck Braden, Mason Hall, Brett Hamilton  
**STAFF:** Paul Hennon  
**PUBLIC:** None

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**A. CALL TO ORDER**

Vice-Chair Dawn Upton called the meeting to order at 6:37 pm.

**B. APPROVAL OF MINUTES**

It was MOVED by Kristin Erickson and SECONDED by Art Barry to approve the minutes of September 15, 2015.

**C. COMMUNICATIONS**

**1. Chair**

None.

**2. Council Liaison**

Councilor Bubenik provided a progress report on the Basalt Creek planning process, the City facilities study and the term limit Charter amendment petition and election process.

**3. Staff**

Paul Hennon reminded Kristin Erickson and Dawn Upton that their terms are expiring in March and to reapply. He also reported that no progress has been made on the Lazy River sculpture pathway and lighting project and work will proceed in the spring.

Paul Hennon stated that new art will be installed in the Living Room Gallery as scheduled in December.

**4. Public**

None.

**D. OLD BUSINESS**

**1. Community Enhancement Award**

The Committee will recommend to City Council that Mask & Mirror Community Theatre be awarded the Community Enhancement Award for its production of Singin' in the Rain in January or February.

**2. WCVA Grant Update**

Paul Hennon presented the scope, map and budget for a \$36,000 grant application that was submitted to the Washington County Visitors Association (WCVA) to extend the ArtWalk by creating a new loop from the library to Cabela's to the Tualatin River Greenway and back to the library with spurs to the Lazy River and geese sculptures.

Committee members considered alternatives to assist with providing partial funding for the required cash match.

It was MOVED by Gary Thompson and SECONDED by Art Barry to reallocate \$5,625 in the FY 2015-16 arts program budget from the Visual Chronicle program to partially fund the cash match if the grant is awarded to the City [as noted in the attached revised budget]. The motion carried 3 -1.

**3. Smoke and Tobacco Free City Spaces Policy**

Paul Hennon distributed and presented a staff report (presented at a Council work session on October 12, 2015) about the Council's consideration of outdoor smoke and tobacco free City spaces policy. Committee members discussed the proposal and key considerations at length, including written comments submitted by Committee member Mason Hall who could not be present at the meeting.

Committee members discussed the primary purpose of the restrictions being public health; that people with disabilities may not be able to avoid second-hand smoke; that vaping and chewing be included for the same public health and sanitary reasons; and the negative impact of cigarettes on the environment and wildlife. Committee members expressed various viewpoints on smoking in parking lots, interests in rights of smokers and non-smokers. They also discussed government's ability to regulate smoking in public rights of way.

By consensus, the Committee expressed its support for the Council enacting an ordinance to restrict smoking and tobacco products, including chewing and vaping, in park lands and other property owned or managed by the City and adjoining rights of way, with the exception that smoking be accepted inside cars parked in parking lots with the windows up.

**4. Tualatin River Greenway Trail Project**

Paul Hennon distributed a staff report and gave an update on the trail project including the scope, schedule and budget for the project.

**E. NEW BUSINESS**

None.

**F. COMMUNICATIONS FROM COMMITTEE MEMBERS**

Kristin Erickson informed Committee members that she participated in the September trail count program, that she had a good time doing so and that she was surprised with the large number of users.

**G. ADJOURNMENT**

It was MOVED by Gary Thompson and SECONDED by Art Barry to adjourn the meeting at 8:28 pm.

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Paul Hennon, Recorder

**BUDGET DETAIL FY 2016/17 DRAFT**  
**GENERAL FUND**  
**COMMUNITY SERVICES**  
Arts Program  
01/05/16

**REVENUE 100-00-00**

**100-00-00-43115 OTHER GRANT REVENUE - PARKS**

0

0

**EXPENDITURES 100-40-40**

**MATERIALS & SERVICES**

**100-40-40-54651 ARTS PROGRAM**

**1. Programs**

A. Visual Chronicle

	qty	cost	total	
1. General Collection				
a. Purchases		2,300		
b. Framing & scanning		1,000		
c. Artist reception		50		
Sub-Total General Collection			3,350	
2. Youth Collection				
a. Purchases				
1. Acrylic	1	75		
2. Drawing	1	75		
3. Photograph	1	75		
4. Contingency	1	150		
Sub-Total Purchases		375		
b. Framing & scanning		500		
c. Artists Reception		50		
Sub-Total Youth Collection			925	
3. VC Hanging system supplies			100	
Total Visual Chronicle				4,375

B. ArtWalk

1. ArtWalk improvements				
Total ArtWalk				2,000

C. Community Enhancement Award

1. Recognition plaques	1	125	125	
Total Community Enhancement Program				125

D. Living Room Gallery

1. Coordinator fee	2	500	1,000	
Total Living Room Gallery				1,000

**2. Partnerships**

A. Heritage Center

Sponsorship of arts-based activities				
Total Partnerships				1,000

**3. Contributions to Other Organizations**

A. Total of \$1,000 available through arts grant application process				
Total Contributions to Other Organizations				1,000

**4. Arts Maintenance**

A. Maintenance per annual schedule of bronze art inventory			1,500	
				11,000

**100-40-40-55901 EQUIPMENT RENTAL**

1. Canopy Rental for ArtSplash			5,300	
				5,300

**TOTAL MATERIALS & SERVICES 11,000**

**TOTAL EXPENDITURES 11,000**

**Community Services Department**  
**Goals and Performance Measures – FY 2016-17**  
**Beginning July 1, 2016**

Division	Goal	Performance Measure	Status as of July 1, 2016
<b>Arts Program</b>	<p>1. Produce Arts Programs  <i>Responsible staff: Kelsey Lewis, Julie Ludemann and Heidi Marx</i></p>	<p>1a. Produce ArtSplash on a profitable basis.  <i>(Heidi Marx)</i></p> <p>1b. Purchase pieces of student art for the 2016-17 Student Visual Chronicle by 6/30/17.  <i>(Kelsey Lewis)</i></p> <p>1c. Purchase 2 pieces of artwork for the Visual Chronicle in FY 2016-17.  <i>(Kelsey Lewis)</i></p> <p>1d. Contribute \$2500 to the City sponsored 2017 Concerts on the Commons by 5/1/17.  <i>(Committee)</i></p> <p>1e. Operate Concerts on the Commons with 100% of cost recovery.  <i>(Julie Ludemann)</i></p>	
	<p>2. Support other organizations in the provision of Arts Programs  <i>Responsible staff: Kelsey Lewis</i></p>	<p>2a. Contribute funds to at least two non-city organizations by 6/30/17.</p>	

**Community Services Department**  
**Goals and Performance Measures – FY 2016-17**  
**Beginning July 1, 2016**

Division	Goal	Performance Measure	Status as of July 1, 2016
Arts Program	3. Administer a Collections Management program for visual art collection <i>Responsible staff: Kelsey Lewis</i>	2b. Partner with Heritage Center to provide 2 arts programs and events.  3a. Refresh display of Visual Chronicle in City facilities at least once in the fiscal year.  3b. Maintain current records and inventory of public art collection continuously.	
	4. Manage a Percent for Art Program <i>Responsible staff: Kelsey Lewis</i>	4. Incorporate a percent for art program in the Parks and Recreation Master Plan as part of public art plan.	
	5. Update and Expand Tualatin's Public Art Plan <i>Responsible staff: Kelsey Lewis</i>	5a. Incorporate plan elements into Parks and Rec. Plan by 6/30/17.	
	6. Develop the Library as a venue for learning, exploring and celebrating an appreciation of art <i>Responsible staff: Kelsey Lewis</i>	6. Explore and develop an ongoing arts program using the teen and community room in conjunction with the library program staff.	



**Community Services Department**  
**Goals and Performance Measures – FY 2016-17**  
**Beginning July 1, 2016**

Division	Goal	Performance Measure	Status as of July 1, 2016
<b>Arts Program</b>	7. Publicly recognize significant artistic community enhancements in Tualatin. <i>Responsible staff: Kelsey Lewis</i>	7. Identify at least one award candidate per fiscal year.	
	8. Evaluate at least one arts program each year. <i>Responsible staff: Kelsey Lewis</i>	8. Evaluate and recommend arts program by 6/30/17.	
	9. Obtain at least two grants in support of arts and interpretive program.	9. Obtain and manage a grant on time, within budget.	