



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

CULTURAL ARTS COMMISSION

OCTOBER 27, 2025 at 6:30 pm

SHERWOOD CENTER FOR THE ARTS
22689 SW PINE ST.
SHERWOOD, OR 97140

1. CALL TO ORDER
2. ROLL CALL
3. ADJUSTMENTS TO AGENDA
4. CONSENT AGENDA
 - A. Approval of September minutes
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. Public Art update: roundabout deer
 - B. Public Art update: holiday snowflakes—CEP grant
 - C. Public Art update: medallion artist and next steps
 - D. Public Art update: Cannery restroom wrap process
 - E. Ofrenda report: Estela Schaeffer
 - F. Lunar New Year planning: Casey Chen
7. BOARD COMMENTS
8. COUNCIL LIAISON REPORT
9. CENTER FOR THE ARTS STAFF REPORT
10. ADJOURN

How to Provide Citizen Comments:

Citizen comments may be provided in person, in writing, or by telephone. Sign-up forms will be available at the meeting for anyone who wishes to provide comments in person. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to hallc@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. To provide comment by phone during the live meeting, email or call hallc@sherwoodoregon.gov, 503-625-4261 at least 24 hours in advance of the meeting start time in order to receive dial-in instructions. In-person and telephone comments are limited to 4 minutes per person. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record.

ADA Accommodations:

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Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

SEPTEMBER 15 , 2025 AT 6:30pm

SHERWOOD CENTER FOR THE ARTS
22689 PINE ST. SHERWOOD, OR 97140

1. CALL TO ORDER

Chair Casler called the meeting to order at 6:30pm.

2. ROLL CALL

Board Members Present: Chair Jennifer Casler, Vice Chair Jane Parisi-Mosher, Beth Flores, Deborah Reisman, and Lester Nishimura. Members Casey Chen, Estela Schaeffer, Michele Nedwek, and Leah Nedwek were absent.

Staff Present: Chanda Hall (Sherwood Center for the Arts Manager) and Mary Weggeland (Administrative Assistant II)

City Council Liaison: Keith Mays

3. ADJUSTMENTS TO AGENDA

None

4. CONSENT AGENDA

A. Approval of August Meeting Minutes

Reisman motioned to approve the consent agenda. The motion was seconded by Flores. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

None

6. NEW BUSINESS

A. Proposed October Meeting

Hall proposed a change for the October meeting date to October 27, which would also be the first day of the community ofrenda facilitated by Commissioner Schaeffer. Hall also said that she has a conflict on October 20 and would not be able to attend on that evening. Casler asked Commissioners if they approved the change. All members agreed. Casler changed the meeting to Oct. 27.

B. Updated on the CEP Grant- Holiday Snowflakes

- a. Hall reported that the price that was shared during the August meeting for the snowflakes was too high. After finding a more accurate quote, Hall said that she ordered the holiday snowflakes based on the Commissioners' parameters, and showed a picture (Exhibit A). Hall stated that the fixtures are the warm white alpine snowflake model.
- b. Casler asked for the final price. Hall responded that the City was given a discount and that she was able to purchase 27 fixtures with the CEP grant funds. Hall reported that the vendor had been great to work with and that the displays will have all of the hardware included.
- c. Nishimura asked if the snowflake fixtures would go where there are currently hanging baskets. Hall said yes.
- d. Flores asked if there is a spot to store them. Hall said that the Public Works department will find a storage spot once the displays arrive.
- e. Casler asked if the displays will go up this winter season. Hall answered that the shipment should be here in October but that the installation timeline will depend on the Public Works department.
- f. Reisman asked how long the snowflakes will be up. Hall answered that they will hang through February.
- g. Nishimura asked if the City can buy more snowflakes next year. Councilor Mays explained the CEP grant program and where the funds come from. Casler said that the Commission can make a request next year for more funds.
- h. Parisi-Mosher asked where the first batch of snowflake displays will go in Old Town. Hall said there were a lot of options. Mays suggested voting on locations at the October meeting.

C. Update on the Pedestrian Bridge Lighting Design Process

- a. Hall reported that the lighting design process for the pedestrian bridge was going well. The final program will include 20 designs by artist, Vicki Scuri. Hall said that at the time of the meeting only four of the lighting designs were completed for the bridge, but she explained that there would be four more days of 7pm to 1am working sessions with Scuri to make sure the bridge designs work. Hall also said that there had been a little bit of a hiccup with the lighting program because it is so new, but she emphasized the hard work by people on the city side, architect side, and lighting system side to fix issues. Hall said that she will be present during the late night work sessions to help with the designs. Mays suggested that the process will be faster since all groups will be on site. Hall said the challenge they have faced thus far is there is no quick way to do it. You either take the time to create what the artist planned or let the program decide. Mays said that if the end product is great, it is okay to take time.
- b. Casler suggested that the City revisit the metal artwork piece designed by Scuri to go on top of the long concrete wall. Mays said that it is important to remember that the original plan was to replace the fence, but now there are other options.
- c. Nishimura asked if the lights on the bridge will move. Mays answered that the current lights do move, but it is a slow fade. Nishimura asked if the lights are on all day. Hall answered that the lights will be on from dusk to dawn. Hall said they will continue to work on the lights through Wednesday, Sept. 24. Mays said the bridge contractors will also continue to finish other projects for a little while past the grand opening. Hall invited Commission members to the grand opening of the pedestrian bridge on Sept. 27.

D. Medallion Artist Discussion

- a. Hall reminded the group that the medallion art RFP was the first one ever posted by the Sherwood Cultural Arts Commission. She applauded the Commission for responding and scoring the applications. Hall stated that Addie Boswell came back as the highest scorer of the three proposals received.

- b. Hall read responses from Commissioners M. Nedwek and Schaeffer.
 - i. Nedwek wrote that she did not feel like any of the artists fit what the Commission was looking for. She suggested that the City keep the art from the students. She also suggested sending blank medallions to the Grande Ronde tribe, George Fox students, and Arisa de Olde to design.
 - ii. Schaeffer said that she read through the proposals and felt that the clear choice would be Addie Boswell.
- c. Hall suggested an additional option to the RFP responses. Hall said that she spoke with fabricators around the country and found a similar project that the City of Philomath commissioned which included an artistic representation of wildlife, flora, and fauna. Hall explained the silicon mold process a little more. Hall passed around the images of medallions made for Philomath (exhibit B). She asked if the examples were closer to what the Cultural Arts Commission had been asking for.
 - i. Commissioners discussed the RFP artists and the artist, Deann Garcia, who created the medallions for Philomath. They talked through the cost, style, and timelines of the different artists.
 - ii. Casler called for a vote:
 - 1. All those in favor of moving forward with Allie Bosworth
 - a. None
 - 2. All those in favor of Deann Garcia
 - a. For: Flores, Casler, Nishimura
 - b. Abstained: Reisman and Parisi-Mosher

E. Update on Cannery Square Restroom Wrap:

Hall reported that the Commission has the greenlight from City leadership to move forward on the restroom wrap. Hall suggested three different ways to find an artist: putting out an RFP, reaching out to an artist directly, or having a competition. Mays said that the artist who is chosen should focus on the four seasons in their design as previously discussed by the Commission. Hall said they could ask for the “four seasons of Sherwood” and see what proposals are sent in. Commissioners agreed and discussed the different methods for finding an artist. Mays suggested that the Commission vote on an artist and to trust their decision.

7. BOARD COMMENTS

Parisi-Mosher told a story about visiting the pedestrian bridge on the first night that it opened and seeing a family that was pushing a family member in a wheelchair across the bridge. She was glad to see how accessible they made the bridge. Nishimura added that he was at the YMCA on Friday night and he saw people parking there to cross over to the football game at the high school.

8. COUNCIL LIAISON REPORT

Mays reported that he would be attending the League of Oregon Cities Conference the following week in Portland. He also recently attended the Oregon Mayors Conference and had been the president of that group in the past. Casler asked if a lot of City Councilors will be attending the League of Oregon Cities Conference. Mays responded that most will attend. Casler said that she will be there too in another capacity. Mays finished by reporting that Costco will probably not be building in Sherwood.

9. STAFF REPORT

Hall reported that the Arts Center remains busy and productive. She let the Commission know that the fundraising gala planned for September 27 would be postponed until Jan. 16 for a variety of reasons. It will be nice to not have it on the same day as the Pedestrian Bridge grand opening.

10. ADJOURN

Chair Casler adjourned at 7:48pm.

Minutes Approved on _____
Date

DRAFT

Exhibit A



Exhibit B





