



Amended Agenda—change in location

Home of the Tualatin River National Wildlife Refuge

1. CALL TO ORDER

2. ROLL CALL

3. ADJUSTMENTS TO AGENDA

4. CONSENT AGENDA

A. Approval of November minutes

5. CITIZEN COMMENTS

6. NEW BUSINESS

A. Presentation by medallion artist Deann Garcia (Teams)

B. Lunar New Year planning (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 halc@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 halc@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:

If you require ADA accommodations for this public meeting, please contact halc@sherwoodoregon.gov or 503-625-4261 at least 48 hours in advance of the scheduled meeting time.

MEETING AGENDA

CULTURAL ARTS COMMISSION

JANUARY 20, 2026 at 6:30 pm

**Sherwood City Hall
22650 SW Pine St., Conference Rm C
SHERWOOD, OR 97140**



Home of the Tualatin River National Wildlife Refuge

1. CALL TO ORDER

Chair Casler called the meeting to order at 6:34pm.

2. ROLL CALL

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

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

City Liason Present: Councilor Keith Mays

Guests: Deann Garcia and Andrea Marks from Deann Garcia Designs.

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of October 27, 2025 Meeting Minutes

Reisman motioned to approve the consent agenda, seconded by Parisi-Mosher. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Medallion artist

Deann Garcia presented to the Commission and explained that she and Andrea Marks spent the day touring the pedestrian bridge and Sherwood with Hall. The group spoke about where artwork might go in the City. Garcia shared that she grew up in McMinnville and remembers when Sherwood was

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

NOVEMBER 17, 2025 AT 6:30PM

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

smaller. She added that the bridge will be positive way to connect the two sides of the City that are divided by Hwy 99W.

- a) Garcia stated that the medallions will tell a story across the large bridge. She highlighted the location of the medallions and noted that they face the directions south and east. She said that each location could create a different moment, but also flow together in a full narrative as you move across.
- b) Garcia discussed the artwork theme *Who walked here?* She interpreted the theme to mean: animals, people, and nature. She said that the eight medallions can tell a story, which will establish an identity for Sherwood through placemaking.
- c) Parisi-Mosher agreed that a sense of place is important and said it's how people meet and greet each other. She added that the bridge allows different modalities of how people cross and what they see and that this fosters a sense of community. Hall agreed and said the bridge encourages participation.
- d) Casler asked how the landscape affects the people walking on the bridge. She asked, "When you are on the bridge how do you know you are in Sherwood?"
- e) Nishimura said the bridge adds to the family perspective of Sherwood which also includes parks and schools. He added that lots of people will come here for events from out of town and use the bridge.
- f) Hall stated that the medallion art could be replicable and used in other parts of the City.
- g) Councilor Mays clarified that the medallions won't focus on the history of Sherwood, but will answer who walked here in the past. He stated that Sherwood West will be bigger than Sherwood East at some point, and the bridge will connect the community. He agreed that the medallions can pop up in other areas to tie into the bridge art.
- h) Casler asked whether the medallion art will be interactive and allow people to do rubbings.
- i) Marks responded that the medallions they have designed for other cities have been used for rubbings. She said that the 3-D nature of the artwork calls out for interaction.
- j) Garcia asked who are other stakeholders in the final decision for the artwork; Switzer answered that the City Council will ultimately decide.
- k) The Commission discussed the process of finding a theme for the artwork.
- l) Mays added that if one or more of the medallions has a historic tie, the group should make sure the information is accurate. Casler mentioned working with the Grande Ronde Tribe, and Garcia said they have worked with the Tribe on other projects and that they have a lot of groups reaching out for approval. Marks added that they have a professor at OSU that has helped with other projects as well to make sure things were accurate.
- m) Garcia suggested the following schedule:
 - i. Discovery period- research, history of the area
 - ii. First round of design- goal to get two designs to show where the art is headed by Christmas
 - iii. Regroup in January
 - iv. Blow out the remaining designs with feedback
 - v. Production
 - vi. Wrap up by early March. Garcia said that this requires a quick turnaround on discussion, and, unless there is a firm need to get it done by a specific date, this is a good timeline.
- n) Mays said that each medallion should have Sherwood on it in some capacity. Garcia agreed and said that if the art was removed from its location, it should be obvious where it is from. Garcia and Marks shared examples of how the City could use the medallion art for other Sherwood-branded products such as Christmas ornaments.

- o) Garcia also mentioned interpretation and including a next step, such as a QR code, to help people learn more. Nishimura asked about the QR code process. Garcia said that some groups learned that paper brochures were too challenging. Picking a website that is easy to maintain would be an important feature. Nishimura asked if the Sherwood Center for the Arts would maintain the QR code website. Hall answered yes.
- p) Garcia described the medallion production process and explained that they can be made from materials where the coating changes over time.
- q) Reisman asked if there would be maintenance of the medallions by the Public Works Department. Mays answered yes.
- r) Garcia and Marks asked the Commission for feedback on the question, "What does this place feel like now? Suggestions included: memories, stories, cultural touch stones. They also asked, "What do you want to see, hear, feel?" They gave the Commission one week to submit their responses.

B. Update on the Cannery Square Bathroom

Hall reminded the Commission that during the October meeting they decided to hold a competition for the Cannery restroom wrap artwork. Hall said that she created language based on other cities. Hall read the language (Exhibit B) to the Commission. Afterwards, she added that a Tualatin City official said they have had vinyl wraps up longer than 7 years.

- a) Casler asked that the language include Sherwood area residents.
- b) The Commission discussed who may be eligible to submit artwork.
- e) Commissioners decided on a timeline which would start on November 28. Hall asked for approval. All members approved. Commission decided on Jan. 16 for the deadline.
- f) Casler thanked Hall for her work on creating the application language.
- g) Nishimura asked for an explanation of the budget funds for the project. Hall and Mays explained that the funds will come from the City.
- h) Parisi-Mosher asked if there can be a section in the application about working with the artist after they win the contest. Hall said we won't necessarily be asking them to come in and present.
- i) Mays asked that Hall add that the City Council has the final decision and may not choose one of the submission options.

C. Key Goals and Initiatives

Casler described the meeting she would be attending as a representative of the Arts Commission.

- a) Kristen explained that the City Council are asking for two to three goals from the Commission. Casler said there is only about 10 minutes to discuss the goals:
 1. Community festivals- expand the ofrenda, Diwali, Lunar New Year
 2. Artwork for the bridge
 3. Wrap the Cannery restroom
 4. Find walls and building owners for murals
 5. Art landscaping
- b) Parisi-Mosher asked if the City will maintain the deer sculptures. Keith Mays said yes. Commissioners shared their enthusiasm for the new sculptures.

7. BOARD COMMENTS

- A. Parisi-Mosher complimented the Commission on their hard work
- B. Nedwek stated that she loves the snowflake light displays which are being installed around Old Town.

C. Chen asked if any Commission members had found Lunar New Year vendors. Hall said that the City lawyer said we could have a horse at the event. Chen asked about Boba vendor. Hall said that the lion dancers are willing to come back too.

8. COUNCIL LIAISON REPORT

Council Liaison Mays stated that the snowflake light displays are being installed and that the new deer statues are popular.

9. STAFF REPORT

Hall said that the Arts Center is busy and programs are moving along. She invited the Commission to the upcoming Family Movie Night featuring The Muppet Christmas Carol and the Winter Art Walk.

10. ADJOURN

Chair Casler adjourned the meeting at 7:34pm

Minutes Approved on

Date

Chair or transcriptionist Signature

CALL FOR ARTISTS: Cannery Square restroom wrap

PROJECT DESCRIPTION:

The Sherwood Cultural Arts Commission invites artists to submit original artwork to beautify Cannery Square, our city's beloved gathering space. Artwork will be reproduced as a vinyl wrap and applied to the outside of the Cannery Square restroom.

We welcome submissions from all artists, graphic designers, illustrators, photographers, and student artists. Preference will be given to Sherwood residents.

SPECIFICATIONS:

Chosen artwork will be transformed into a large vinyl wrap that will be professionally installed. Art will cover all four sides of the restroom building. The life expectancy of this wrap is approximately seven years.

The goal of the project is to beautify this multi-use community square, helping create a welcoming and cared-for environment. The theme that has been chosen for this art installation is "Seasons of Sherwood;" celebrating the natural beauty of Sherwood throughout the changing seasons.

This may be interpreted as the artist sees fit; however, the artwork must not contain any representation of traffic lights, signs, or signals, and must be appropriate for display in a public space without distracting drivers. Submissions that include advertising or logos or are political, religious, or sexual in nature will not be considered.

Submitted designs must be the artist's own work and it must not violate another's copyright. The City of Sherwood and the Sherwood Cultural Arts Commission shall retain sole discretion of final artwork selection.

LOCATION & PROPERTY DESCRIPTION

The selected art will be installed on the outside of the Cannery Square restroom building. The location of Cannery Square is: _____ Dimensions of the building are in the attachment.

ARTIST HONORARIUM:

Selected artist will receive an honorarium of \$500. The winning artwork will be chosen by the Sherwood Cultural Arts Commission, which will recommend the artwork to Sherwood City Council.

IF WORK IS SELECTED:

If your artwork is selected, you will need to submit a high-resolution image file in jpeg or tiff format, with a minimum 150 dpi/ppi, minimum 5000 pixels at the tallest or widest point of the image. Preferred resolution is 300 dpi/ppi and 8000 pixels at the tallest or widest point. Arts Center staff will assist with this process and make sure the artwork will translate. Selected artists must sign a contract with the City regarding the use of the artwork, and allow the City to photograph the work and use photos for promotional purposes.

HOW TO APPLY:

The application will be available on this page (below) beginning on **November 28, 2025**. Complete the form and attach a digital upload or photograph of your work. If it is a physical painting/drawing, please include the current dimensions. Uploads or attachments must be 5MB or less, in .jpg or .pdf format.

IMPORTANT DATES:

Application Opens: Nov. 28, 2025

Submission Deadline:

Cultural Arts Commission review:

Final Artist Notification:

Installation: April 2026