



# ARTS, CULTURE, AND HERITAGE COMMISSION AGENDA

August 20, 2025 at 5:00 PM

Wilsonville City Hall

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**PARTICIPANTS MAY ATTEND THE MEETING AT:**

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/84477254668>

**TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:**

Register with Wilsonville Parks and Recreation:

[ACHC@ci.wilsonville.or.us](mailto:ACHC@ci.wilsonville.or.us) or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Parks and Recreation Department  
29799 SW Town Center Loop East, Wilsonville, OR 97070

**CALL TO ORDER [5:00 PM]**

1. Roll Call

**CONSENT AGENDA [5:02 PM]**

- [2.](#) Approval of Minutes: 4.16.2025

**CITIZEN INPUT [5:05 PM]**

**COMMISSION BUSINESS**

3. Introductions (5:10 PM)
4. Officer Appointments for 25/26 Fiscal Year (5:15 PM)
5. Wilsonville Historical Society Update (5:25 PM)
- [6.](#) Boones Ferry Park Public Art Project Status Report (5:40 PM)
- [7.](#) HeARTs of Wilsonville: Many Cultures, One Heart Project Debrief (5:55 PM)
- [8.](#) Wilsonville Public Library Children's Section Murals Project Information (6:15 PM)

**ARTS & CULTURE PROGRAM COORDINATOR UPDATE [6:25 PM]**

**ADJOURN**

## **NEXT MEETING**

Wed, September 17, 2025 5:00 PM

*Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Parks and Recreation Department at 503-783-7529 or [ACHC@ci.wilsonville.or.us](mailto:ACHC@ci.wilsonville.or.us): assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.*

*Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-783-7529.*



## ARTS, CULTURE, AND HERITAGE COMMISSION MINUTES

April 16, 2025 at 5:00 PM

Wilsonville City Hall

### CALL TO ORDER

A regular meeting for the Arts, Culture, and Heritage Commission (ACHC) was held at City Hall and called to order at 5:02pm.

### ACHC PRESENT

(Chair) Deb Zundel, (Vice Chair) Nadine Elbitar, Susan Schenk, David Altman, Joan Carlson, Jason Jones, Benjamin Mefford, Sageera Oravil Abdulla Koya

### ACHC ABSENT

Aaron Harris

### EX OFFICIO/CITY STAFF / GUESTS

Kris Ammerman, Parks and Rec Director  
 Erika Valentine, Arts and Culture Program Coordinator  
 Stephanie Davidson, Assistant City Attorney  
 Shasta Sasser, Library Director  
 Raziah Roushan, Public Art Consultant  
 Diane Imel, DEI Committee Member  
 Carolina Wilde, DEI Committee Member  
 Todji Kurtzman, Guest (Artist)  
 Ben Dye, Guest (Artist)  
 Sue Taves, Guest (Artist)  
 Ariella-Sophie Sternberg, Guest

### CONSENT AGENDA – APPROVAL OF THE MINUTES

Member Carlson made a motion to approve the March 19, 2025 Minutes. Member Altman seconded the motion. (Chair) Deb Zundel, (Vice Chair) Nadine Elbitar, Joan Carlson, Jason Jones, Benjamin Mefford, Sageera Oravil Abdulla Koya all voted yes. Motion passed.

### CITIZEN INPUT

The Commission received public input from Rick Wallace regarding the pride mural designs which was in favor of Daren Todd's design.

### COMMISSION BUSINESS

### **Temporary Pride Month Mural Artist/Design Selection**

Valentine reminded the Commission the process for reviewing artwork/designs and went over staff report. The Commission had two designs to review: Daren Todd's and Paola De La Cruz's. The group discussed each design.

Member Altman made a motion to approve Daren Todd's design. Member Jason Jones seconded the motion. The motion received 3 No votes by Member Carlson, Member Elbitar, and Member Imel (DEI). The motion received 7 yes votes from the remaining members: Member Schenk, Member Zundel, Member Mefford, Member Koya, Member Wilde (DEI), Member Jones and Member Altman. Motion Passed 7 (yes) to 3 (no)

### **Boones Ferry Park Public Art Project Request for Qualifications (RFQ) – Review and Scoring**

Valentine reviewed the overall project for Boones Ferry Park which as the theme 'Essence of the River.' She reminded the Commission about the 3 location zones outlined in the original RFQ and that the project has a \$100,000 budget. The goal for this section of the meeting were for the Commission to make a selection from the top 10 artists/artist teams on which three artists to advance as finalists to the next phase of the project which is the RFP Design Stage. Commissioners confirmed that they all received and scored 10 RFQ submissions ahead of time. Commissioners were asked to look at previous body of work, design aesthetic, relevant experience and their narrative responses. Assistant City Attorney, Stephanie Davidson, also was present to make announcements on how a formal RFQ process must be conducted by public officials. Staff showed the 10 artists and their rankings/scores on the board, which were all calculated ahead of time. The top three scoring artists/teams were: Pete Beeman, Todji Kurtzman, and Lin Mcjunkin/Milo White. The Commission discussed the top scoring artists to ultimately come to a motion.

Member Schenk made a motion to approve advancement of artists: Pete Beeman, Todji Kurtzman, Lin McJunkin/Milo White (team) to the RFP Design Phase. Member Carlson seconded the motion. All members voted in favor including: Member Zundel, Member Mefford, Member Koya, Member Jones, Member Altman, Member Elbitar. Motion Passed.

### **ARTS & CULTURE PROGRAM COORDINATOR UPDATE**

Valentine provided an update on the hearts project and reminded the Commission about the heARTs Reception.

### **ADJOURN**

Meeting Adjourned at 6:24pm





## Arts, Culture & Heritage Commission Staff Report

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**Date:** August 20, 2025

**From:** Erika Valentine, Arts & Culture Program Coordinator

**Subject:** Boones Ferry Park Public Art Project Status Report

### Recommended Action:

Review Staff Report to be familiar with the Boones Ferry Park (BFP) project details. This includes reviewing the attached **Boones Ferry Park Public Art Project RFQ** for project scope and timeline context, and the attached **Boones Ferry Park Public Art Project RFP Exhibits** in anticipation of incoming materials from Artists to be reviewed and voted upon at the September, 17, 2025 ACHC meeting.

By the conclusion of the August 20, 2025 meeting the Panel (ACHC) should feel well-versed in the Public Art Project's developments.

### Background:

Arts & Culture Program Coordinator, Erika Valentine first introduced the Boones Ferry Park Public Art Project in October 2023 during the regular ACHC meeting. The new Public Art installation is intended to compliment and enhance visitor experiences as they enjoy all the recent Park improvements; as being implemented under the Boones Ferry Park Master Plan<sup>1</sup> (adopted in 2018). Budgeting for the new Public Art was secured during the City's regular budgeting process by having created a Public Art Capital Improvement Project (CIP). The budget to be paid to the awarded artist or artist team is \$100,000.

Since 2023, Staff have been working on the project's development. This has included identifying optimal public art installation zone(s) within the Park's footprint (3 in total), as well as reasonable delivery and installation timelines expected of Artist. This work shaped the drafting of the Request for Qualifications.

The ACHC was provided a draft Request for Qualifications (RFQ) at the November 20, 2024 regular meeting. The ACHC had time to review and suggest edits, then made a formal vote at the December 4, 2024 meeting thereby approving the RFQ scope, timeline, budget, and theme<sup>2</sup> to be published. The Boones Ferry Park Public Art RFQ<sup>3</sup> was officially published on December 12, 2024 utilizing the international arts portal Call for Entry (CaFE, [www.callforentry.org](http://www.callforentry.org)), and promoted through the City's networks, and regional art partners.

The RFQ received 105 qualified applications<sup>4</sup> from across the USA by the posted deadline, February 12, 2025. Those submissions were reviewed by an internal body of Staff, two members of the ACHC, and 1 member from

<sup>1</sup> See BFP Master Plan at [www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park-master-plan](http://www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park-master-plan)

<sup>2</sup> The theme for the BFP Public Art Project is "The Essence of the River" based on the language and intent in the Boones Ferry Masterplan.

<sup>3</sup> Copy of BFP RFQ Attached to this Staff Summary. Also see BFP Project updates and corresponding documents at [www.wilsonvilleoregon.gov/residents/page/public-art-boones-ferry-park-essence-river-rfq](http://www.wilsonvilleoregon.gov/residents/page/public-art-boones-ferry-park-essence-river-rfq)

<sup>4</sup> There were 147 Artist applicants at the close of the RFQ application, February 12, 2025. A qualifying review was then performed by Valentine and Roushan. This preliminary review was an objective screening to ensure all submissions were completed as instructed in the RFQ. Requirements during this preliminary review included 1) identifying which zone(s) the Artist(s) were most interested in; 2) specifically responding to what interested Artist(s) about this opportunity; and 3) describing their methodology toward Public Art; as

the Parks and Recreation Advisory Board (PRAB). This review was held on February 27, 2025 wherein the Panel determined the ten (10) candidates for the full ACHC to review in the April 16, 2025 meeting<sup>5</sup>. During that deliberation, the ACHC selected three (3) Artists to advance to the RFP Design Stage. Those chosen RFP Artists include:

**Pete Beeman; Todji Kurtzman; and Lin McJunkin & Milo White (Team)**

After confirmation of the RFP Artists, Valentine worked with the City's Legal Department to provide RFP Scope of Work Contracts, wherein each participant is to be compensated \$1,500 upon successful submission of a completed Proposal Bundle<sup>6</sup>.

#### **Project Status:**

Each RFP Artist is currently on Contract to complete the RFP Scope of Work. In an effort to include more community voices in the design process, Artists were also asked to submit questions they would like included in a public Survey. Each candidate's design direction and park use inquiries were then assembled into an online Survey that collected responses between May 16, 2025 to June 23, 2025. The Survey received 29 responses which have been provided to Artists for their own implementation as desired (but not required).

A BFP Site Walk with Wilsonville Parks' Staff, Public Art Consultant Raziah Roushan, Inc., and the RFP Artists was held on June 10, 2025. All were in attendance, including one artist by video call. The Site Walk provided the following<sup>7</sup>:

- A grounds tour with Artists and Staff (not open to the public);
- Parks' Staff explained the facility's annual and seasonal uses and programming that may impact design concepts;
- Explanation of Permitting process. This being a City-initiated Public Art initiative, the Permitting process would be done within City Departments. The awarded Artist will need to provide all the necessary materials (Site Plan, Elevation, Engineering Plans, Materials, etc.), then Valentine would be the "Applicant" on the Class 2 Review Permit. Permit fees will be paid within the City's Departments directly at no loss to the Artist and to avoid undue income tax burden.
- Artist's asked Project and Park questions throughout the afternoon Site Walk, and at its conclusion.
- Valentine informed Artists that the Survey Results would be emailed to candidates upon Survey close in coming days.

At conclusion of the gathering, Artists were reminded about RFP Bundle Requirements, budget nuances, and deadlines. They were also encouraged to connect with Staff in advance of submitting their Proposal Materials for any questions or a preliminary review opportunity. Deadline for RFP Materials to the City is August 25, 2025.

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well as providing evidence of 4) a previous body of work/design aesthetic and relevant experience with large-scale public art projects through their Biography and/or visual work samples. After the internal screening, 42 applicants were removed from the jury due to ineligibility or incomplete submissions. The remaining 105 applicants were presented to the Stage 1 Review Panel. The Panel was given 13 days to review and score applicants on a 1-20 scale wherein 20 was a high score and 1 being a low score. From February 7, 2025 BFP RFQ Stage 1 Review Committee Summary.

<sup>5</sup> See ACHC April 16, 2025 Meeting Minutes for applicant materials and deliberation summary.

<sup>6</sup> RFP Scope of Work requirements included as an attachment to this Report.

<sup>7</sup> See BFP RFP Site Walk 6-10-2025 Summary for additional information.

**Next Steps:**

ACHC Members are instructed to review and familiarize themselves with the attached BFP RFQ, RFP Scope of Work, and Evaluation Criteria in order to prepare for receiving the Artist's Proposal Materials<sup>8</sup>. The Proposals are to be scored prior to the September 17, 2025 ACHC meeting. Review process instructions and criteria will be provided to ACHC Members at least 7 days before the September meeting. During the September meeting, each Artist Candidate will have the opportunity to provide a 15-minute presentation of their concept design, materials, and installation plan. Commissioners will be permitted time to ask questions, but should *not* expect major design alterations from each Proposal as they are presented. Staff will then guide the Panel's deliberations and ultimately request a vote to approve one (1) Artist for the BFP Public Art Contract. The Contract will then commence following, with a final artwork installation deadline of June 2026.

**Attachments:**

1. Boones Ferry Park Public Art RFQ as published and responded to
2. Boones Ferry Park RFP Exhibit B Scope of Work.
3. Boones Ferry Park RFP Exhibit C Evaluation Criteria
4. Survey Results

The terms "Artist" and "Candidate" are used interchangeable to describe an Artist or collectively for an Art Team in this process.

**Acronyms:**

|      |   |
|------|---|
| ACHC | Wilsonville's Arts, Culture and Heritage Commission                           |
| BFP  | Boones Ferry Park   |
| CaFE | Call For Entry <a href="http://www.callforentry.org">www.callforentry.org</a> |
| RFP  | Request for Proposals   |
| RFQ  | Request for Qualifications  |

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<sup>8</sup> RFP Bundle due from Artists on August 25, 2025.



CALL  
TO  
ARTISTS

## Request for Qualifications (RFQ)

### City of Wilsonville Seeks Artist or Artist Team to Create a new Artwork(s) for Boones Ferry Park – *The Essence of the River*

**Application Deadline:** February 12, 2025 at 2:00pm

**Budget:** To not exceed: \$100,000

**Contact:** Erika Valentine, Arts & Culture Program Coordinator, [EValentine@ci.wilsonville.or.us](mailto:EValentine@ci.wilsonville.or.us), 503-570-1629

#### **Project Description and Background**

The City of Wilsonville, Oregon is requesting qualifications from talented artist(s) and/or artist team(s) to create a new and engaging public artwork(s) for Boones Ferry Park, a ~15-acre park adjacent to the Willamette River. Also located at this park is the historic Tauchman House, formerly the home to the operator of the historic Boones Ferry. A large new inclusive playground, installed in 2024 has reactivated and enlivened this space. The playground design includes themes of the City's History and the significance of the Willamette River.

This park is intended to serve the larger community as well as the local neighborhood.; [The 2018 Boones Ferry Master Plan](#) is the result of an extensive public process involving members of the general public, City Council, Parks and Recreation Advisory Board, Planning Commission, as well as Wilsonville Parks and Recreation staff. Within the plan, a desire for a greater connection to the river was a common theme. The plan takes this to heart and combines it with a desire to retain aspects that make Boones Ferry Park special today, including its quiet greenness, relaxed atmosphere, and connection to the historic past.

The theme for this Public Art Project is "*The Essence of the River.*" The Willamette River flows from west to east through town and was historically the site of a ferry and sternwheeler landing.

#### **Desired Outcomes**

It is desired that the artwork(s) celebrates and pulls inspiration from the river and surrounding natural areas in the park. The artwork(s) should be site-specific and engaging for users of all ages, backgrounds,

and abilities. Universal design can be thought of as an intersection of inclusivity, accessibility, and usability for community members regardless of age, disability, or other factors.

The awarded artist/ team should display a strong portfolio of engaging, complex, and interactive public art projects depicting experience and effectiveness working with a variety of stakeholders to receive and implement feedback. The project awardee should be capable of managing their fabrication and installation, while coordinating and communicating effectively with City Staff.

### **About the City**

Located at the southernmost end of the Portland metropolitan area, Wilsonville is the gateway to the Willamette Valley. Once a small farming community, Wilsonville is now a thriving city of more than 26,000 residents who enjoy the small-town charms of ‘country living’ just 17 miles from downtown Portland.

### **Total Budget**

This is an all-inclusive budget, not to exceed \$100,000. The selected artist/ team are responsible for their own items, as well as fabrication and installation beginning to end. This may include, but is not limited to travel, costs associated with the design such as engineering approvals, materials, fabrication, delivery, site preparations, physical installation, and liability insurance.

### **Site Information**

The Boones Ferry Park Site was an important stop on what was a busy thoroughfare around the turn of the 20<sup>th</sup> century. With the development of highways and freeways, like Interstate 5 in the 1950’s, it changed from a stop along the road to the end of the road—a quiet and somewhat forgotten place left to be rediscovered by local residents, dogwalkers, and those seeking access to the river for fishing, paddling, or a break from the normal routine of life.

The park today has several distinct areas with their own special characteristics. South of Tauchman Street, which borders a portion of the park’s northern side is an expansive lawn sloping gently down to a wall of trees that occupy the steep bank next to the Willamette River. A natural wooded area divides the old and new sections of the park and pulls the wildness of the river bank up and through the park and into the adjacent neighborhood to the north.

A new playground was completed in 2024 with river-inspired elements aligning with the Boones Ferry Master Plan, such as a blue winding ‘river’ throughout the turf, depictions of local wildlife, and signage depicting historic events. The playground emphasizes universal design, which gives community members of all abilities from across Wilsonville and the region a place to play, explore, and grow. The new playground replaced the former one which was 26 years old.

In addition to the new playground are new restrooms and new landscaping. New parking and a new walking path will be installed in the parallel progression of park improvements.

More information about the park and its amenities can be found online at [www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park](http://www.wilsonvilleparksandrec.com/parksrec/page/boones-ferry-park)

**Site Details (Images, measurements, etc.)**

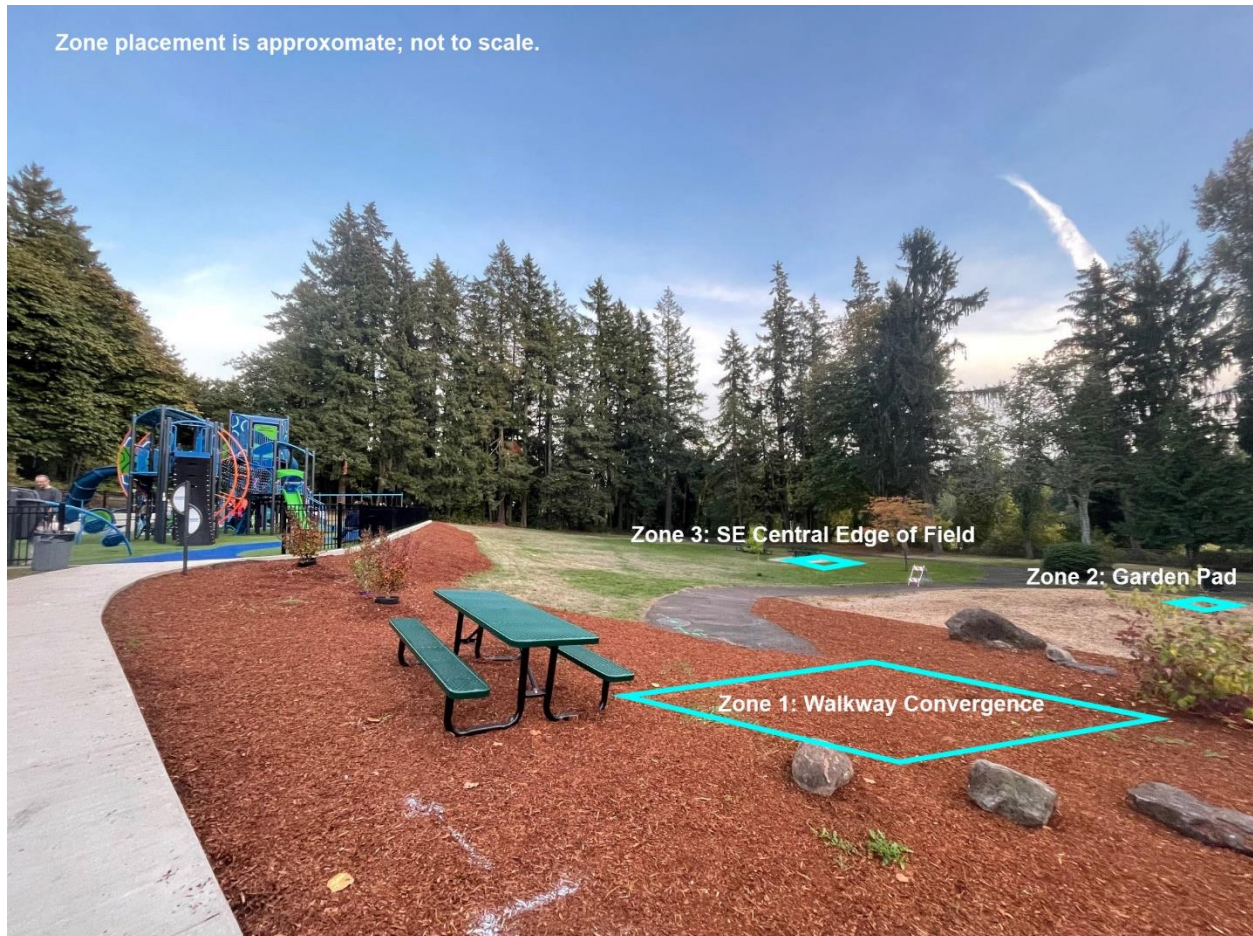
There are three (3) Zones or location options for Public Art at this site. Artist(s) may choose to create either separate works for multiple locations; OR choose to only focus entirely on one of the zones. The project budget of \$100,000 awarded to the selected artist/ team does not change based on if an Artist is installing works at one or multiple zones.

Each zone can accommodate approximately a 10-ft x 10-ft (or 10-ft in diameter) base, and a height limit of 18-feet. Please note that the exact locations of outlines are approximate, and the selected artist/ team will have some flexibility on exact placement.

Oregon has shorter Autumn and Winter days. Artists/teams are encouraged to incorporate a lighting plan for their finished work(s) as a system for viewer enjoyment and vandalism deterrent. The City may consider moving electrical access to any of the identified zones for the awardee(s). If the artist/team chooses not to include their own lighting system, the City may add uplighting at their determination.

### Zone 1

Description: This zone is the most visible of the zones upon entering the park. It is off the main pathway past the restrooms and on the way to the playground. Artists should expect interaction with the work, especially by children, due to its close proximity to the playground. While the area is sloped, grading can be done by The City. Please note there are future plans to adjust and shift the pathway behind the zone, so there will not be a walkway coming up directly to the 'back' of the zone.





## Zone 2

Description: This zone is in a large circular 'planter' like space that has future plans for landscaping. Landscaping on the top half of the circle will be taller and larger, in order to create a barrier between the rentable Tauchman House (below) and the Playground (above). Landscaping on lower half of circle and in the center is flexible based on artwork specification.





### Zone 3

Description: This zone is off the pathway on the lower half of the park which runs parallel to viewpoints of the river. It is on the side of a very large, open grass area. Artists should note the City will plan to excavate the existing concrete shown. A new concrete pad and/or footings suitable for public art would be necessary.







- Artwork Title
- Year Completed
- Materials
- Dimensions
- Budget/Cost
- Additional Comments (Not to exceed 200 words per entry)

Incomplete submissions will not be accepted.

Submit your application directly through the **Call For Entry (CaFE) portal** at: [www.callforentry.org](http://www.callforentry.org)

Key words “**Essence of the River, Boones Ferry Park, Wilsonville, OR**”

There is no fee to establish a CaFE profile, nor to apply for this opportunity.

Artists/teams are encouraged to apply early so CaFE staff and Wilsonville City staff can support any technical issues. Artists/teams who miss the deadline will not have an opportunity for late submission.

### **Selection Process**

#### **Stage One: RFQ Process**

A team consisting of City Staff, Public Art Experts, and 1-2 members from the ACHC will review and score the initial RFQ submissions. This phase of review will be based on a variety of factors, including previous body of work/design aesthetic and relevant experience with large-scale public art projects. Other contributing considerations will be the narrative responses to what interests [you] about the project and explanation of methodology. The team will also have an opportunity for discussion.

Through the review process, the top 6 – 12 RFQ submissions will be selected to advance onto Stage Two: Selection Panel Review.

#### **Stage Two: Selection Panel Review**

The top RFQ's will then be forwarded onto the Selection Panel which consists of the 9 member Arts, Culture and Heritage Commission (ACHC) and additional relevant project stakeholders.

The Selection Panel will independently score each RFQ based on a variety of factors, including previous body of work/design aesthetic and relevant experience with large-scale public art projects. Other contributing considerations will be the narrative responses to what interests [you] about the project and explanation of methodology. The team will also have an opportunity for discussion.

The top three (3) artists or artist teams will then be selected to advance and engage in a Request for Proposals (RFP) process.

### **Stage Three: Request for Proposals (RFP)/Finalist Phase**

Up to three (3) artists/ teams will be provided with a \$1,500 design stipend. Artists may invoice for ½ deposit prior to developing designs and prior to a scheduled site visit for this phase. Remainder to be paid on successful submission of completed Proposal as outlined.

The mid-May 2025 site visit will be two parts. Part one will include a walk through the Boones Ferry Park grounds, description of soil and erosion conditions, and staff onsite to answer specific questions. Part two, held after the staff walk, is an invitation for the community to meet and greet.

Please consider that light site prep such as removal of soil, removal of landscaping, grading, etc. can be accomplished by the City's Parks Maintenance Staff. However, the awarded Artist/Team to advance to Contract will be responsible for management and direction over necessary concrete pad(s)/footings. The City may be able to award additional funds to contribute to installation infrastructure such as concrete pad(s)/footings, dependent on City budget allocations which would be discussed with finalists during the RFP phase.

Artists will be expected to submit the following as part of their RFP Package Materials:

1. **Description of Concept, including:**
  - Inspiration behind the design such as: imagery, narrative, symbols, and colors
  - If applicable to your design, research process specific to this site and community
  - Summary of proposed project materials, longevity, maintenance
2. **A to-scale design concept for the Zone(s) you are applying for**, including any necessary footings and/or concrete pad(s)
3. **Competitive Budget** itemizing the cost of labor and materials, and lodging if applicable. Reminder: This project is an all-inclusive budget whether applying for one or multiple Zones.
4. **Timeline**, with breakouts for fabrication, site prep, installation, and clean-up. Installation should take place between October 2025 to October 2026.
5. **Any special requests of the City**. Examples may include access to power and water, restrooms, on-site storage, etc.
6. **Confirmation to provide a maintenance and color palette packet** upon project completion.
7. **Invoice** addressed to City of Wilsonville, attn: Erika Valentine, Admin Building, 29600 SW Park Place, Wilsonville, OR 97070 in the amount of \$750 as ½ deposit for RFP Stipend on "Boones Ferry Public Art RFP Phase". Invoice to include Artist's full contact information (name, business name, mailing address, phone number, email).

The design concept proposals, once submitted, will become publicly available and eligible for community commentary during regular ACHC meeting(s). The Selection Panel may take feedback into consideration when reviewing. After reviewing design proposals, the Selection Panel will determine the final artist/team and design to advance onto contract.

#### **Stage Four: Contract, Fabrication, and Install**

The Artist/Team selected for Contract will be awarded on the most favorable RFP, caliber of past works, dynamic design concept, and explanation of inspiration, timeline, budget, and materials. Their completed Proposal will be included as a Contract Attachment. There may also be Panel feedback and requests for design changes.

Once officially on contract, they will be required to provide approved engineering designs to be reviewed by City's Public Works and/or Engineering Departments to ensure the concept has accurately calculated wind load, seismic safety standards, and balance given the public nature. City staff will assist through this process and absorb City permitting review fees as needed. However, Artists should budget for their own Oregon-licensed engineers to draft and review their design schematics and provide stamped drawings prior to City reviews.

Upon completion, the selected artist/artist team will also need to supply a maintenance and conservation report to City staff.

#### **Timeline (subject to change)**

|   |  |
|---|--|
| RFQ Issued  | <b>December 13, 2024</b>   |
| Questions Deadline  | <b>January 22, 2025</b>  |
| Application Deadline  | <b>February 12, 2025 at 2:00pm</b>                                       |
| Initial Evaluation Team Review (Stage One)  | <b>Late February 2025 (date TBD)</b>                                     |
| Notice to Artists regarding being forwarded onto Selection Panel (Stage Two)              | <b>Mid-March 2025 (date TBD)</b>   |
| First Selection Panel Review Meeting (Stage Two)  | <b>April 16, 2025</b>  |
| Notice to Artists advancing to RFP Stage (Stage Three)                                    | <b>End of April 2025</b>   |
| Finalists' Site Visit   | <b>Mid-May 2025 (date TBD)</b>   |
| Finalist RFP/Design Concepts due  | <b>August 20, 2025</b>   |
| Final Selection Panel Meeting (stage Three)   | <b>September 17, 2025</b>  |
| Notice of Project Award – contracting, engineering, fabrication, site prep, install, etc. | <b>October 2025</b><br>*Project must be completed by end of October 2026 |

## TERMS

### City of Wilsonville Artwork(s) for Boones Ferry Park – The Essence of the River (RFQ)

The undersigned artist (“Artist”) has responded to the Request for Qualifications for the City of Wilsonville Artwork(s) for Boones Ferry Park – The Essence of the River (the “RFQ”). By signing and submitting its response materials (“Artist’s Work”) to the City of Wilsonville (the “City”), Artist certifies and agrees as follows:

1. Artist’s Work is Artist’s own work, and does not include any components (e.g., design elements, images, or parts) that have been created by another person (i.e., the Artist’s Work has not been plagiarized, or duplicated without modification).
2. Artist’s Work does not contain any material misrepresentations (i.e., false or misleading statements of fact).
3. If invited to advance and submit a Proposal (RFP) to the City, the City will pay Artist a \$1,500 stipend (the “Stipend”). Artist understands that Stipend may be deemed taxable income to Artist, and that Artist may owe taxes in connection with Artist’s receipt of the Stipend; further, the City is not responsible or liable for any such taxes. Artist further understands that Artist is not entitled to any additional payments, or reimbursement of any costs and expenses, in connection with Artist’s Detailed Proposal beyond the Stipend. Artist understands there is no stipend attached to responding to the RFQ.

## **Exhibit B Proposal Requirements**

In preparing your proposal, consider that the ACHC consists of community members, most of whom have a limited background in public art, will be reviewing your proposal and providing feedback. City staff will provide guidance in the committee's review, but please be as clear as possible in describing your proposed project, both in visual examples and in writing.

### **Your Design Proposal must include the following elements:**

1. Description of Concept Including:
  - a) Inspiration behind the design such as: imagery, narrative, symbols, and colors; and how it relates to the theme 'Essence of the River.'
  - b) If applicable to your design; research process specific to this site and community; and
  - c) Summary of intended materials, longevity, maintenance.
2. A to-scale, site-specific design concept for the Zone(s) being submitted (1, 2 and/or 3), including any necessary footings and/or concrete pad(s).

*Note:* Do not submit a single, one-sided design. Design sketches should show applicable viewing angles (one per side) to be constructed. Show scale and context in relation to project site. Refer to site images from RFQ.

3. Budget itemizing the cost of labor and materials production costs, construction and installation, and other associated project costs.

*Reminder:* This project is an all-inclusive \$100,000 budget, including, but not limited to: *project-related travel, insurance, providing final design schematics and drawings stamped by an Oregon-licensed engineer, securing relevant City of Wilsonville permits, and managing the fabrication, delivery, site-prep, installation, and site remediation for the approved project*

4. Estimated timeline, with breakouts for fabrication, site prep, installation, and clean-up, etc.

*Note:* Construction and installation should commence by June 30, 2026

## Exhibit C Evaluation Criteria

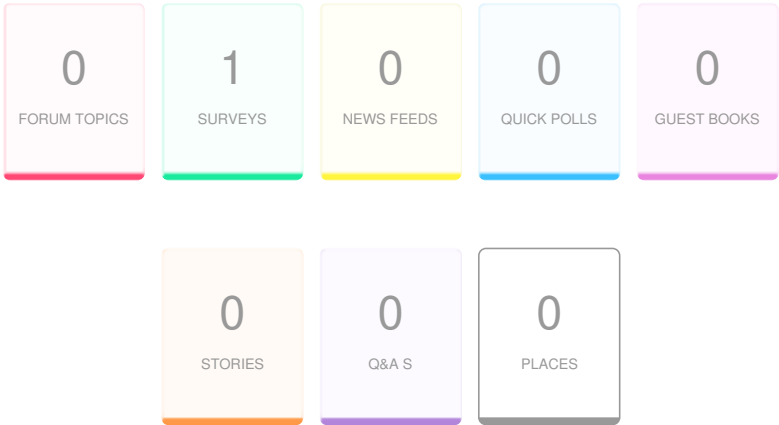
**Proposals will be reviewed against the following criteria from both the RFQ and City's Public Art Policy:**

1. **Artistic excellence and quality** – Strength of the concept, design, craftsmanship. Unique Artwork.
2. **Relevance to theme ('Essence of the River')** - It is desired that the artwork(s) celebrates and pulls inspiration from the river and surrounding natural areas in the park.
3. **Engaging** - The artwork(s) should be site-specific and engaging for users of all ages, backgrounds, etc.
4. **Consideration to site** - The park today has several distinct areas with their own special characteristics. South of Tauchman Street, which borders a portion of the park's northern side, is an expansive lawn sloping gently down to a wall of trees that occupy the steep bank next to the Willamette River. A natural wooded area divides the old and new sections of the park and pulls the wildness of the river bank up and through the park and into the adjacent neighborhood to the north. A new playground was completed in 2024 with river-inspired elements aligning with the Boones Ferry Master Plan, such as a blue winding 'river' throughout the turf, depictions of local wildlife, and signage depicting historic events. The playground emphasizes universal design, which gives community members of all abilities from across Wilsonville and the region a place to play, explore, and grow.
5. **Maintainability** - Structural and surface soundness, durability, resistance to vandalism, theft, weathering, excessive maintenance, and repair costs
6. **Feasibility** - Ability to successfully manage all aspects of the project such as budgets, installers, fabricators and other construction and administrative logistics; Credentials including experience, past clients, training, etc.
7. **Safety** – protective of the safety of the public in structure and siting





ENGAGEMENT TOOLS SUMMARY



| Tool Type   | Engagement Tool Name | Tool Status | Visitors | Contributors |            |           |
|-------------|----------------------|-------------|----------|--------------|------------|-----------|
|             |                      |             |          | Registered   | Unverified | Anonymous |
| Survey Tool | BF Park Art Survey   | Published   | 49       | 29           | 0          | 0         |

## ENGAGEMENT TOOL: SURVEY TOOL

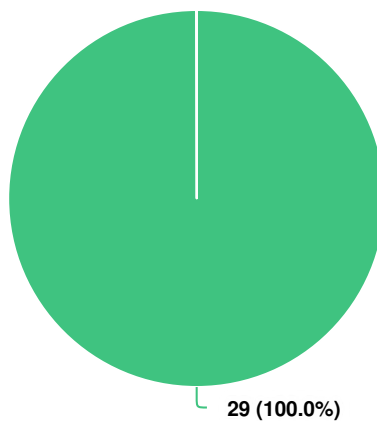
### BF Park Art Survey

Visitors 49

Contributors 29

CONTRIBUTIONS 29

Are you a Wilsonville resident?



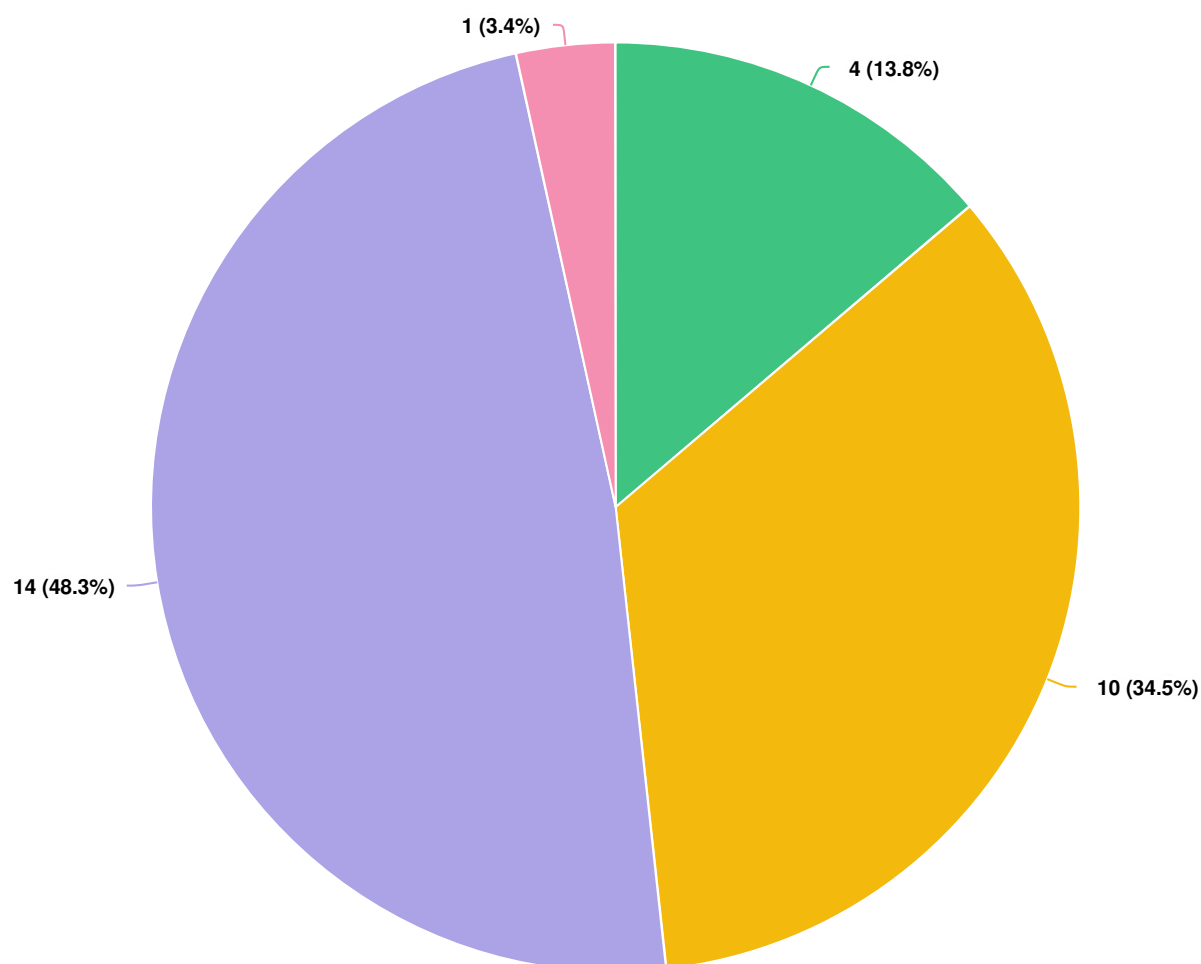
#### Question options

☒ Yes

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question

### In which age group do you belong?



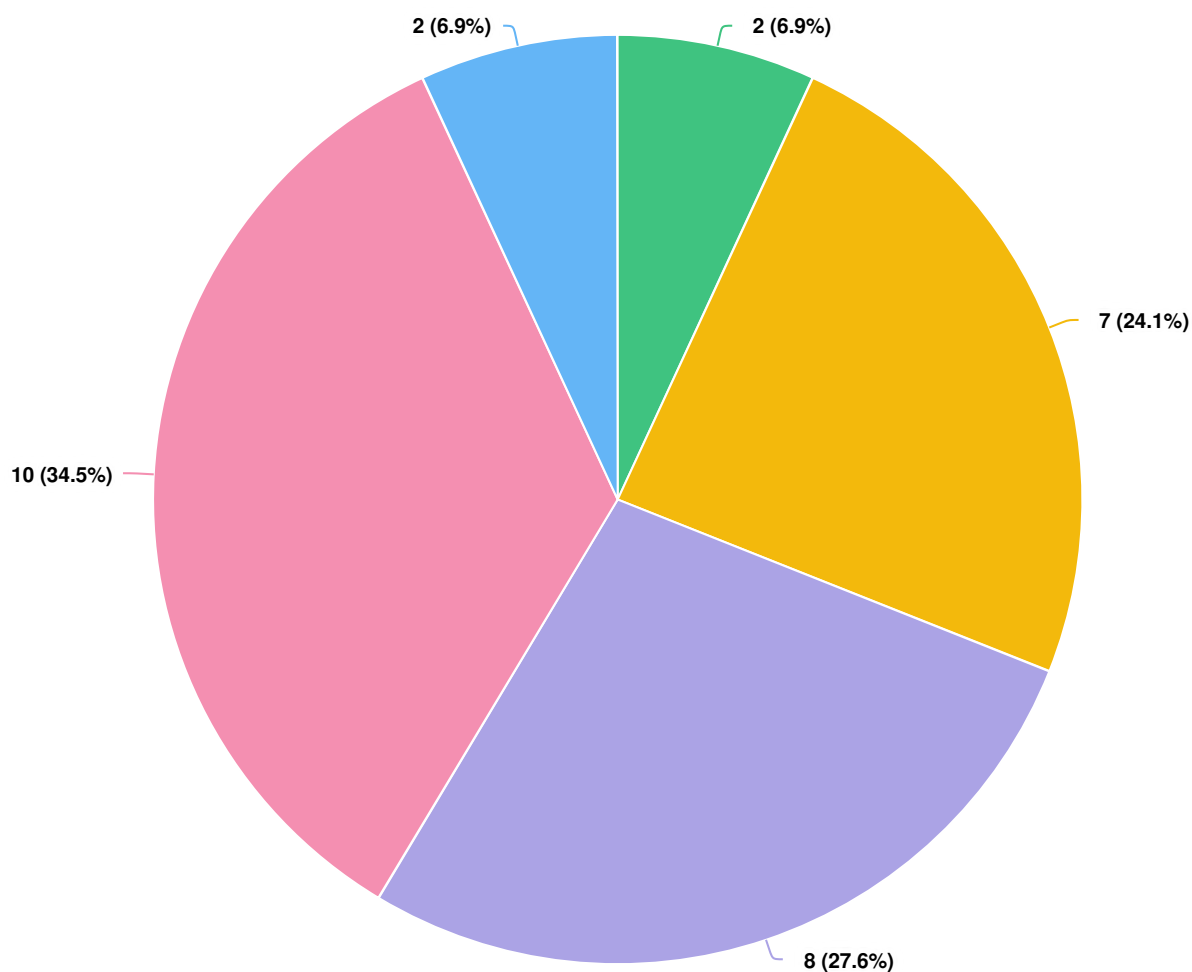
#### Question options

● 18-34
 ● 35-54
 ● 55-74
 ● 75 and older

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question

## How often do you typically visit Boones Ferry Park

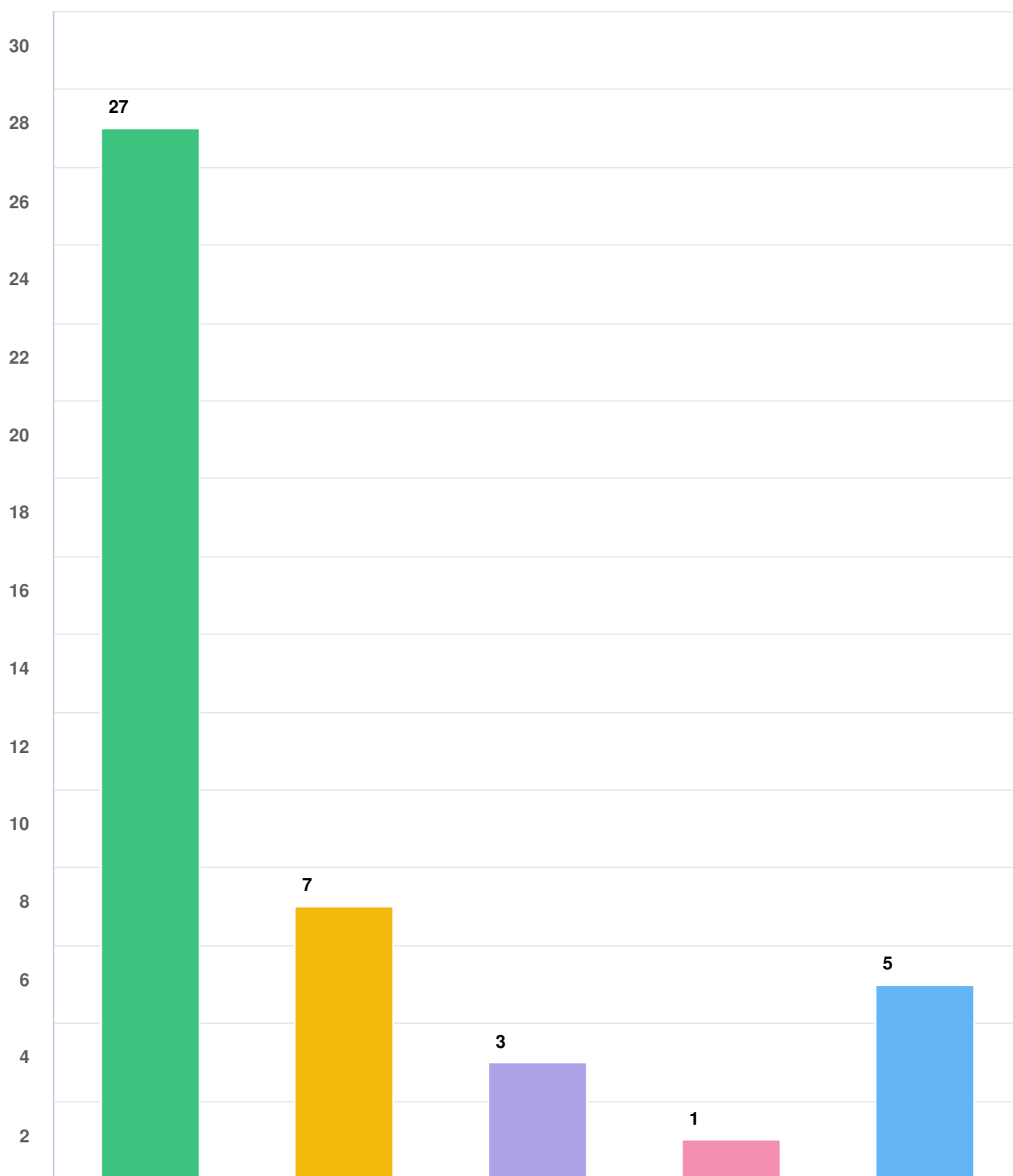


## Question options

☐ Daily ☐ Weekly ☐ Monthly ☐ Rarely ☐ My next time will be the first time

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question

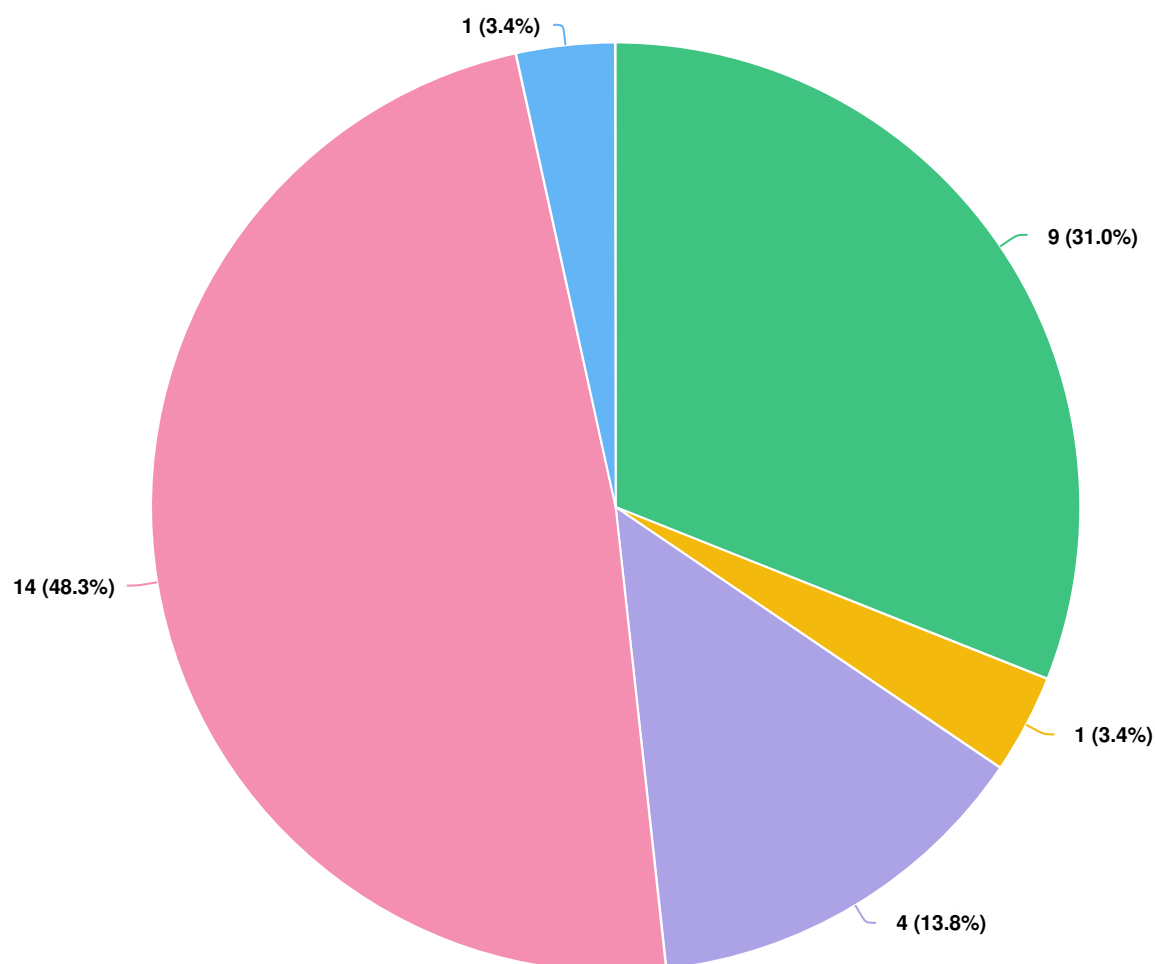
**What brings you to Boones Ferry Park (check all that apply)****Question options**

☒ Nature (trails, river, etc.) ☒ Playground ☒ Tauchman House ☒ Basketball courts ☒ Other (please specify)

Optional question (29 response(s), 0 skipped)

Question type: Checkbox Question

### What facet below best represents "The Essence of the River"?



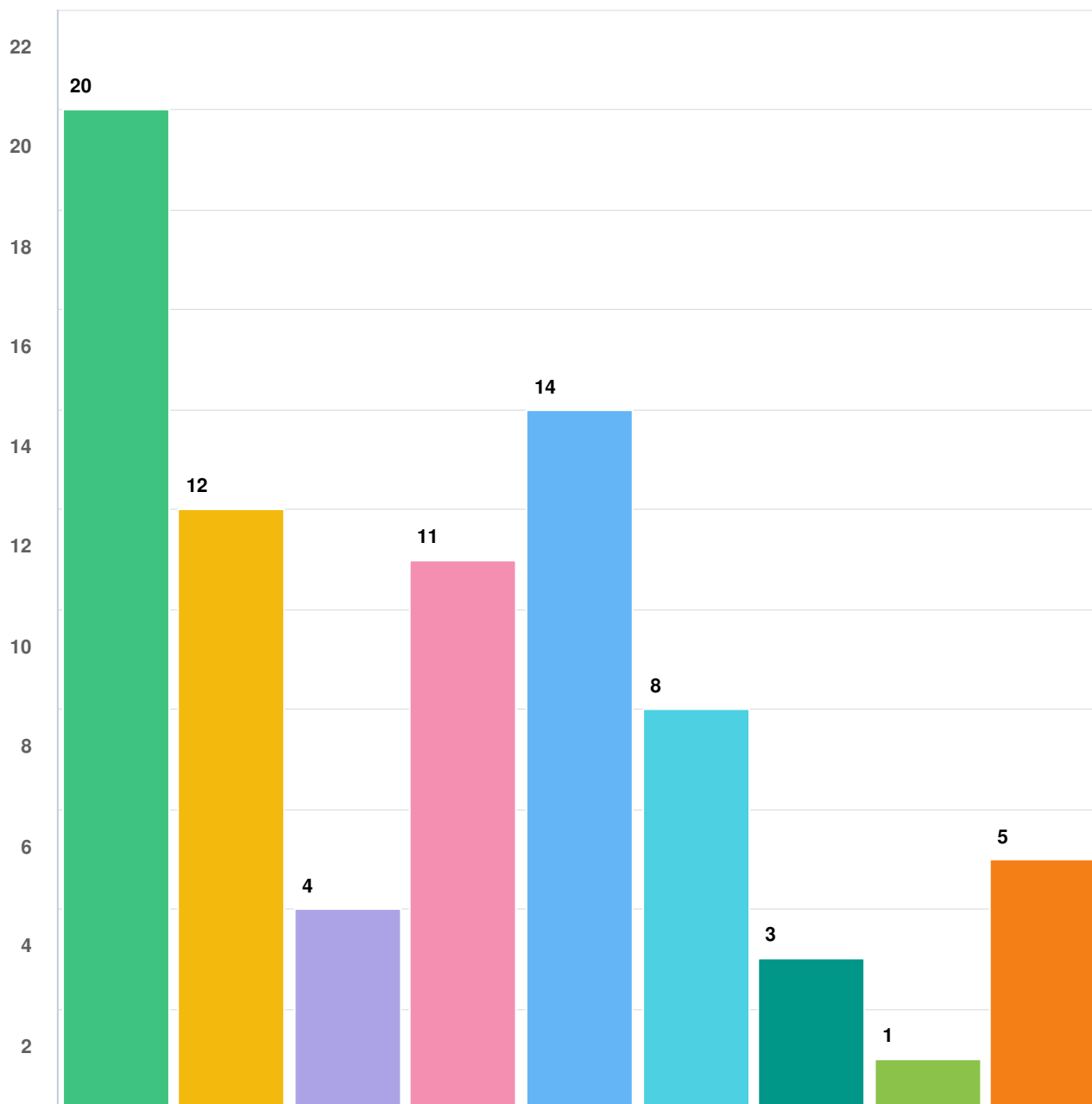
#### Question options

☐ Water
 ☐ Fauna
 ☐ Nature
 ☐ A combination of some/all of the above
 ☐ This is best left to the artist's imagination

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question

**What additional themes would you most like to see represented in a sculpture at Boones Ferry Park? (Select up to three)**



**Question options**

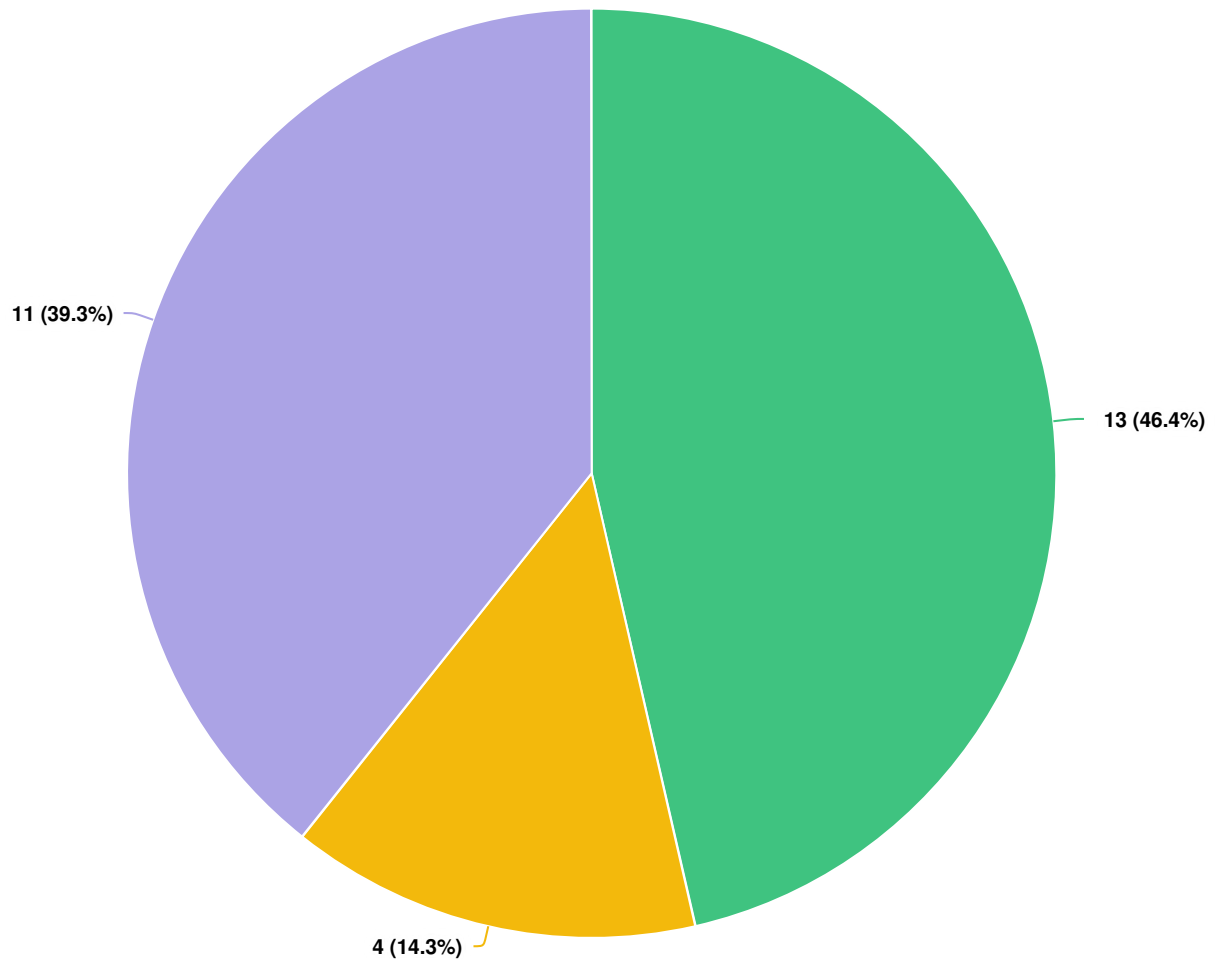
- The Willamette River and its natural flow, wildlife, historical importance, recreational use, etc.
- Historical significance of Boone's ferry, sternwheeler activity and Tauchman House
- Wilsonville's small-town character and connection to community heritage
- Indigenous heritage and the area's earliest peoples
- Local wildlife (e.g., birds, fish, beavers)
- The natural wooded landscape and seasons
- Stories from Wilsonville's farming past
- The role of the river in community life today
- Recreation and play along the river (fishing, paddling, exploring)

Optional question (29 response(s), 0 skipped)

Question type: Checkbox Question



### I would prefer a sculpture that is:



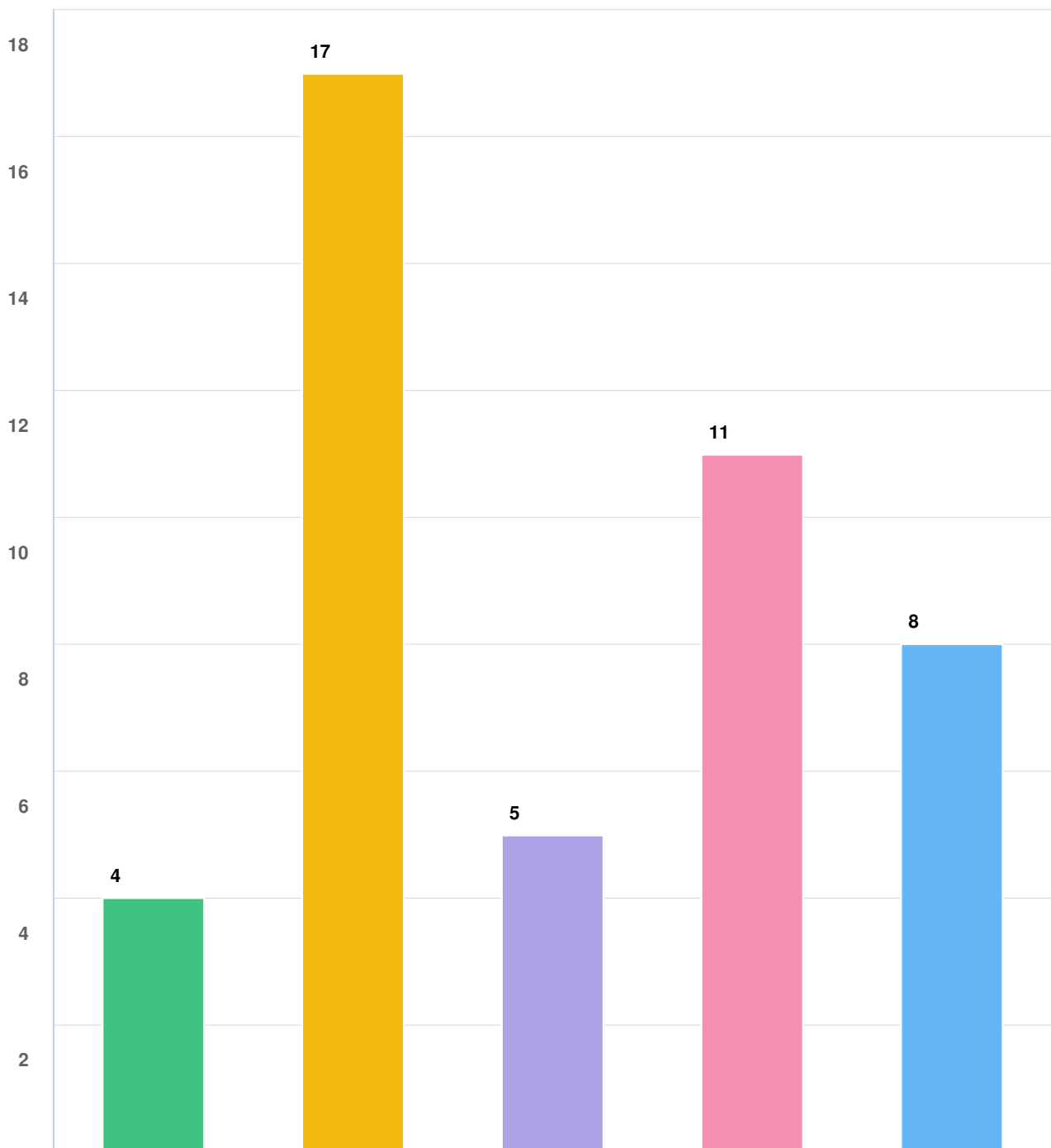
#### Question options

- Realistic and representational (e.g., clearly depicts historical or natural elements)
- Abstract and symbolic (e.g., evokes feelings or ideas connected to the river)
- A combination of both

Optional question (28 response(s), 1 skipped)

Question type: Radio Button Question

### I would prefer a sculpture that: (select up to two)



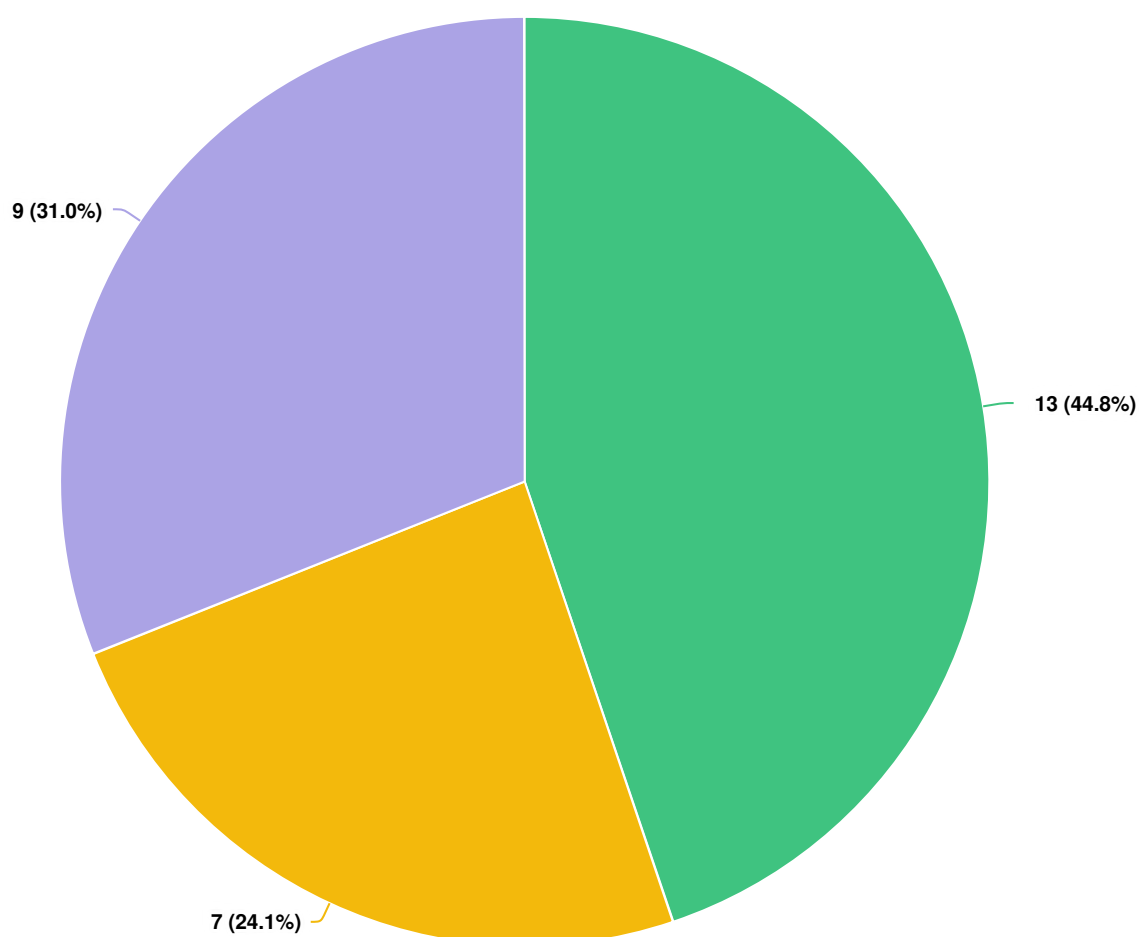
#### Question options

- Stands out dramatically in the park
- Blends more subtly with the natural landscape and wooded areas
- Is an observational-only experience (look only)
- Is something to be physically interacted with (touch, move)
- Is kinetic and/or evolving (moves and changes with interaction or as time passes).

Optional question (28 response(s), 1 skipped)

Question type: Checkbox Question

Would you like the sculpture to include intentional interactive or functional elements (e.g., seating, water play, climbing features)?



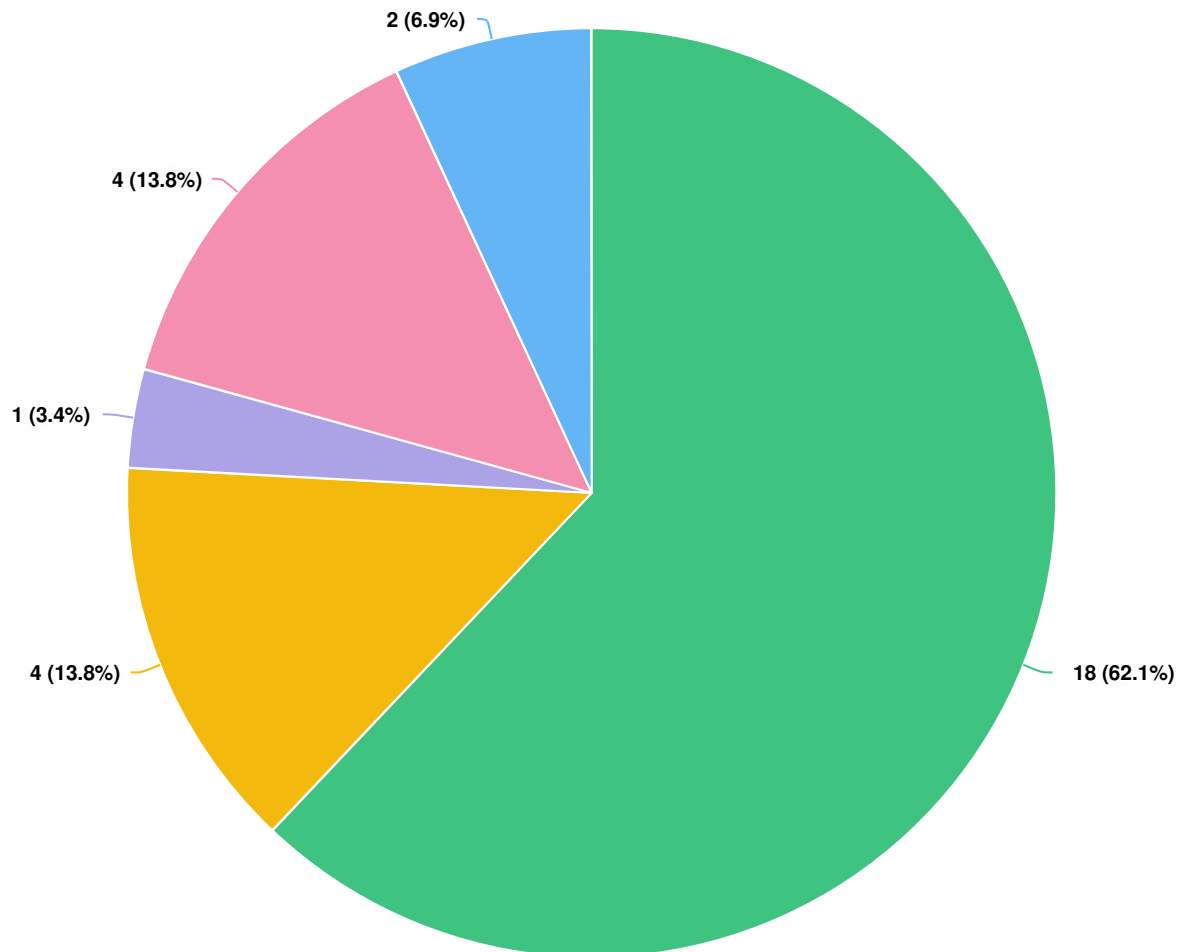
#### Question options

☒ Yes
 ☐ No
 ☐ Maybe / not sure

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question

"Essence of the River" is the artwork's theme. What feeling or message should this sculpture(s) convey to visitors?

**Question options**

- Tranquility and natural beauty
- Connection to the past
- Community and togetherness
- Curiosity and exploration
- Other (please specify)

Optional question (29 response(s), 0 skipped)

Question type: Radio Button Question



## Arts, Culture & Heritage Commission Staff Report

---

**Date:** August 20, 2025

**From:** Erika Valentine, Arts & Culture Program Coordinator

**Subject:** HeARTs of Wilsonville: Many Cultures, One Heart Debrief

### Recommended Action

The Commission should discuss the HeARTs of Wilsonville: Many Cultures, One Heart Public Art Project which had its reception on April 30<sup>th</sup>, 2025 and then installation on April 31<sup>st</sup>, 2025.

The Commission should discuss and evaluate the project including the upcoming auction.

Part of the ACHC's charge is to:

- Advise the City on future Public Art program plans and serve as the City's review body for public art projects as they move through the approval process
- Complete temporary and permanent Public Art projects

### Background

In November 2023 staff brought the ACHC several public art project ideas that could potentially be funded through the Wilsonville-Metro Community Enhancement Grant. The ACHC liked the idea of a fiberglass project on hearts the best so staff pursued the grant. The grant presentations took place in February 2024, with funding becoming available in July 2024. Staff worked with the ACHC to develop the Call for Art Application, as well as theme, which was "Many Cultures, One Heart."

The Call for Art application was released in September 2024 and responses were due in November 2024. 29 designs were received by 20 artists. An internal review narrowed the applications down to the strongest 18. The ACHC made up the selection panel, along with 2 members from DEI. The panel reviewed applications, scored them ahead of time, and then discussed them at a meeting to ultimately recommend what designs/artists to award a heart to.

Each artist received a contract and had to get insurance. All artists were responsible for picking up their heart and delivering it back, as well as completing an anti-graffiti coating. The Parks Maintenance team built the bases for the hearts. Staff also ordered signage for each heart. Staff determined locations, to be in City parks or near City facilities. Staff worked with the marketing department to create a map to show all 10 locations. Marketing staff also visited artists' home studios to create short videos of them working and talking about their process.

An opening reception event at the Stein Boozier Barn was held on April 30<sup>th</sup> in the evening. All 10 hearts were on display and multiple artists were in attendance. The installation took place the next day and the hearts are still installed.

The Grant application calls for the hearts to be installed for at least 6 months (October 30, 2025). Following installation, the hearts or some of the hearts will be auctioned off through an online platform. Funds generated through the auction will help offset future programs.

### Budget

|                 |                                 |
|-----------------|---------------------------------|
| Artist Stipends | 10 Artists X \$1,350 = \$13,500 |
| Hearts          | 10 hearts X \$1,350 = \$13,500  |
| Shipping        | \$2,000                         |
| <b>Total</b>    | <b>\$29,000</b>                 |

The Project was awarded \$29,000 from the Metro Community Enhancement Grant. Other expenses included materials for the base installation as well as signage on each heart. These expenses were covered through the Public Art Maintenance Budget. There were also expenses for the reception event.

### Miscellaneous

SMART collaborated with Parks and Rec staff to host a Community Bike Ride to see all 10 hearts. Attendance was at least 50 bicyclists.

### Upcoming Auction

Staff is waiting for potential feedback from City Leadership regarding the auction. Due to the project receiving such positive support from the community, staff recommends not auctioning off all of the hearts, but keeping some in the City's Public Art Collection. Staff recommendations are in purple in the parenthesis.



**Angenette Escobar with Wilsonville High School Art Students** (Keep in current location)

*Flores del Istmo de Tehuantepec (floral line work, looks like patchwork)*

Wilsonville Police Building



**Addie Boswell (Keep at Library)***For the Dreamers (night scape with buildings and kids reading)*

Wilsonville Public Library

**Triesta and Chris Zuber (Keep and relocate to City Hall)***Ubuntu (faces and glued mosaic pieces)*

Town Center Park

**Elle Knight (Auction) (Option to keep and put at Town Center Park)***Heart of Belonging (says "You Belong" and bright colors)*

Sofia Park (Villebois)

**Cathy Rowe (Auction)***Season of Love (cherry blossoms on one side, sun flowers on other)*

Tranquil Park



**Eileen Begley (Auction)**

*Wilsonville & Kitakata: Sister Cities(Japan theme)*  
Memorial Park / tennis courts



**Abhinaya Sudharsanam (Auction)**

*Unity in Diversity (Bright colors, kids faces)*  
City Hall



**Lonnie Garcia (Auction)**

*Pacific Northwest Folklorico (Mexican dancers, nature themes like river, fish)*  
Memorial Park / nature play area





**Zak Ostertag (Auction)**

*Wilsonville: Globally Grafted (Tree with primary colors and line work)*

Tivoli Park (Villebois)



**Charlie Correales (Auction)**

*Heart in Bloom (anatomical heart, rainbow on one side)*

Engleman Park

#### Explore Wilsonville Links

<https://explorewilsonville.com/big-hearts-bold-stories-a-first-look-at-wilsonvilles-community-art-project/>

<https://explorewilsonville.com/explore/hearts-handcrafted-flavors/>

#### Upcoming Projects

Based on the positive response of this type of project (smaller scale, multiple locations) staff is recommending pursuing a Utility Box Art Project in the future, if the ACHC has interest in developing one. This would be on a future ACHC Agenda(s) to discuss but it would consist of artwork on City-Owned Utility Boxes. This project would not require purchasing something to paint (such as the hearts) as the boxes are an existing piece of City infrastructure.

#### Attachments

1. City Council Presentation

# heARTs of Wilsonville: Many Cultures, One Heart

## Public Art Project

Metro Community Enhancement Grant

Erika Valentine, Arts &  
Culture Program  
Coordinator

Item 7.



**WILSONVILLE**  
**OREGON**

# Background and Project

- Staff brought ACHC project options that could potentially be funded through grant (Nov 2023)
- 10 fiberglass hearts painted by local artists
- CEP presentations took place in Feb 2024, funding July 2024

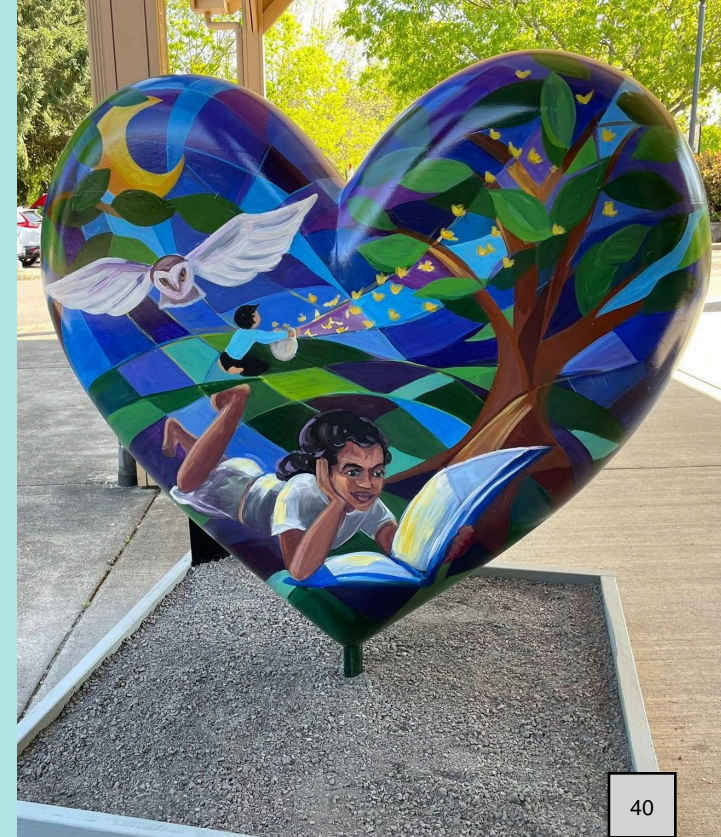


# Budget

Item 7.

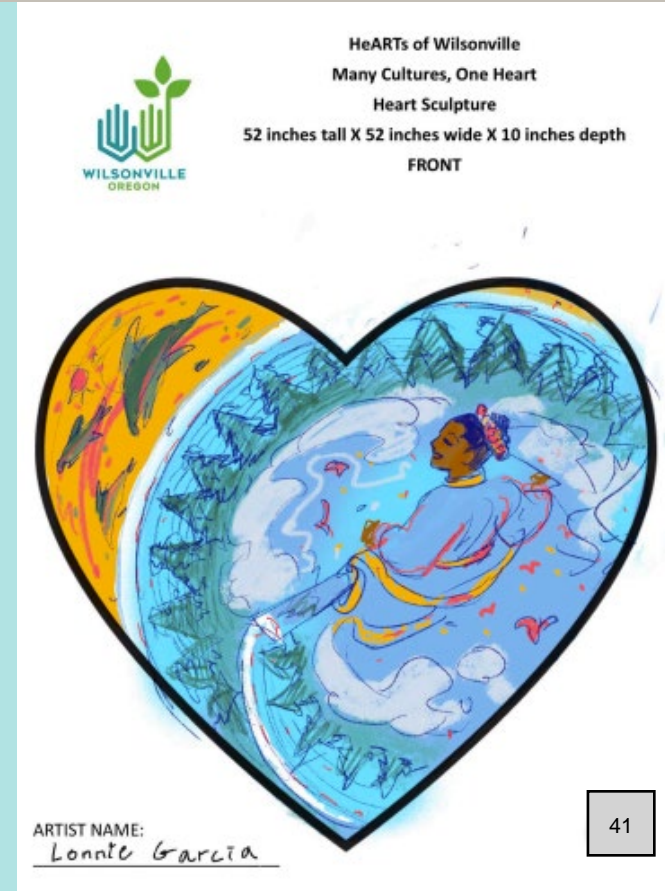
| Description    | Amount                          |
|----------------|---------------------------------|
| Artist Stipend | 10 Artists X \$1,350 = \$13,500 |
| Hearts         | 10 hearts X \$1,350 = \$13,500  |
| Shipping       | \$2,000                         |
| Total          | \$29,000                        |

\* Other expenses covered by general fund: materials for bases/installation, signage, reception supplies



# Background and Process

- Call for Art application with theme “Many Cultures, One Heart”
- ACHC for feedback (Aug 2024)
- Call for Art issued September 2024 and due November 2024

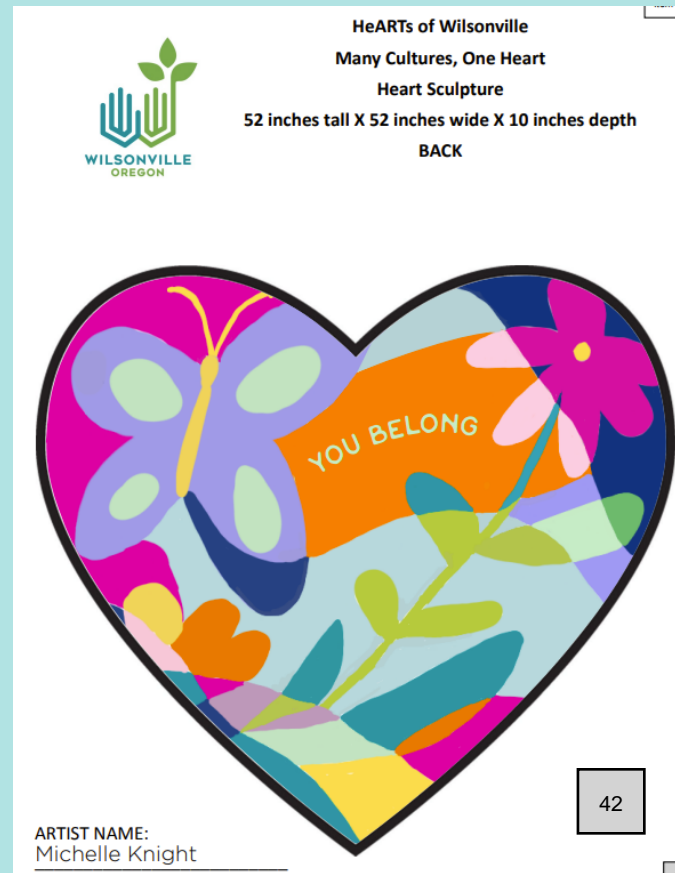




# Call for Art

Item 7.

- 29 designs by 20 artists
  - Internal staff reviewed and determined strongest 18 applications
- ACHC & 2 Members from DEI
- Criteria: previous body of work/design aesthetic and artist excellence and design (originality and connection to the theme)



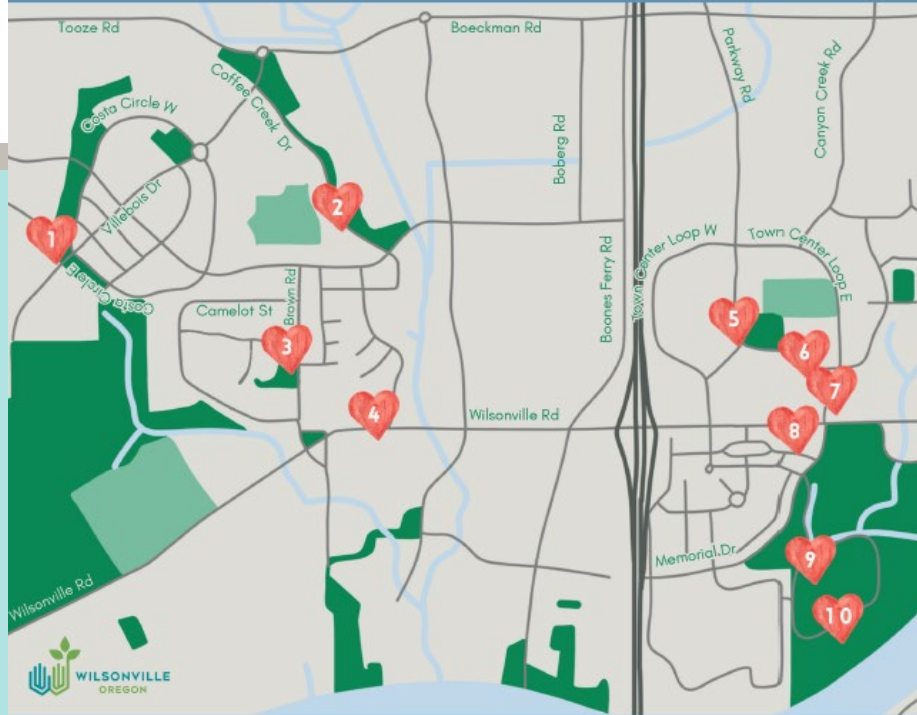
# Process

- Artists notified
- Contracts
- Parks Maintenance Team built bases
- Artists pick up hearts (Jan 2025)
- Hearts due back to City (April 2025)
- Install signage onto base



# heARTs of Wilsonville

Many Cultures, One Heart



**1 Elle Knight**

*Heart of Belonging*  
Sofia Park

**5 Triesta and Chris Zuber**

*Ubuntu*  
Town Center Park

**9 Eileen Begley**

*Wilsonville & Kitakata: Sister Cities*  
Memorial Park near tennis courts

**2 Zak Ostertag**

*Wilsonville: Globally Rooted*  
Tivoli Park

**6 Abhinaya Sudharsanam**

*Unity in Diversity*  
City Hall

**10 Lonnie Garcia**

*Pacific Northwest Folklorico*  
Memorial Park at Nature Play

**3 Cathy Rowe**

*Season of Love*  
Tranquil Park

**7 Angennette Escobar with Wilsonville HS Art Students**

*Flores del Istmo de Tehuantepec*  
Police Building

**4 Charlie Correales**

*Heart in Bloom*  
Engleman Park

**8 Addie Boswell**

*For the Dreamers*  
Wilsonville Library



Learn more about this project and the City's Public Art Collection

This project was made possible by the City of Wilsonville's Arts, Culture, and Heritage Commission and funded by Wilsonville-Metro Community Enhancement funds.



Item 7.







# Marketing



Item 7.



# Reception



Item 7.





# Installation

Item 7.





# QUESTIONS & FEEDBACK

Item 7.





## Arts, Culture & Heritage Commission Staff Report

---

**Date:** August 20, 2025

**From:** Erika Valentine, Arts & Culture Program Coordinator

**Subject:** Wilsonville Public Library Children's Section Murals Project Information

### Recommended Action

The Commission should review the attached Call for Art Application to learn about the upcoming project and the ACHC's Involvement.

Commissioners should consider if they would like to volunteer to join the larger selection process (joining Library Staff and Library Foundation members), as staff will need 1 -2 ACHC members to do so.

### Background

The Library Staff approached Erika Valentine, Arts and Culture Program Coordinator, about collaborating on hiring a muralist(s) for the Children's Section at the Wilsonville Public Library, as there was interest from the Library Foundation to fund this project.

Staff developed the Call which outlines the project scope and all project details, which was posted on August 7, 2025. The deadline for submissions is September 10, 2025. The artist stipend is \$20,000 which is being funded entirely by the Library Foundation.

The determined project process differs from the Skatepark Mural due to the mural being inside the Library and paid for by donors. As such, the Panel will consist of Library staff and Library Foundation Members, with Members from the ACHC joining. Based on the City's Public Art Policy, the final approval will still go to the ACHC for both 1. Selecting the artist and 2. Approving the design. This project calls for awarding it to one artist/artist team, versus compensating multiple artists for designs.

The selection process is outlined within the attached Call.

### Next Steps

ACHC should consider if they would like to join the larger selection panel process along with Library staff and Library Foundation members. This would include independently reviewing and scoring applications and two additional meetings (outside of the regular ACHC meetings). Those additional commitments are hi-lighted in yellow. The regular ACHC meetings are in Purple.

### Timeline (subject to change)

|  |                    |
|--|--------------------|
| Library Staff Community Engagement efforts | July 2025          |
| Call for Art Opens                         | August 12, 2025    |
| Call for Art Closes                        | September 10, 2025 |
| Stage One Initial Review                   | September 16, 2025 |
| Stage Two Selection Panel Review           | September 30, 2025 |

|  |                                 |
|--|---------------------------------|
| Stage Three Approval by the ACHC                 | October 15, 2025                |
| Execute Contract with awarded Artist/Artist team | Early November 2025             |
| Site Visit/meeting with Artist                   | November 12, 2025               |
| Design Due                                       | January 9, 2026                 |
| Design Review Meeting                            | January 13, 2026                |
| Design Approval by the ACHC*                     | January 21, 2026                |
| Installation*                                    | Mural complete by March 1, 2026 |

**Attachments**

1. Call for Art



# **City of Wilsonville – Wilsonville Public Library Children’s Section Murals Call for Art**

**Proposals must be received by September 10, 2025  
Budget: \$20,000**

## **Project Summary and Overview**

The City of Wilsonville, Oregon is requesting applications from a talented Artist or Artist Team, with expertise in mural design and implementation/installation for interior murals (four walls) in the Children’s Section at the Wilsonville Public Library, located at 8200 SW Wilsonville Rd, Wilsonville, OR 97070. Preference may be given to Artists’ who are experienced in artwork geared towards children. Artist(s) should also be well versed and comfortable with engaging with the community. The budget for this project is not to exceed **\$20,000**, which is inclusive of everything including but not limited to: time, labor, materials, equipment, travel expenses, insurance requirements, etc. In order to minimize closures of the Children’s Section, artists should be able to complete installation within a two-week period from start of install to completion and clean-up.

## **Deadline for Submittal**

Proposals are due by **September 10, 2025**

This Call for Art is posted online at: <https://www.wilsonvilleoregon.gov/residents/page/public-art>

Applications must be submitted through the Call for Entry (CaFE) portal at: [www.callforentry.org](http://www.callforentry.org)

Key words “Wilsonville Public Library, Wilsonville, Oregon.” There is no fee to establish a CaFE profile, nor to apply for this opportunity.

## **Themes, Goals and Desired Outcomes of the Murals**

The WVPL conducted a data gathering project in July 2025 to elicit patron feedback for what they would like to see in a mural in the children's room. Patrons were also asked how the library makes them feel. We received over 700 responses.

When patrons are in the library/children's room, the three most common feelings they felt were happy, calm, and excited. Other popular feelings mentioned were welcome, peaceful, relaxed, and safe.

When patrons were asked what they would like to see in a mural, the most popular themes were animals, nature, books, book characters, and mythical characters.

When visitors step into the Children's Section and see the murals, we want them to feel all the feelings mentioned above but also feel inspired, curious, and creative. The murals should include elements such as the elements mentioned above with a general sense of whimsy, fun, and freedom.

### **Site Information**

The Wilsonville Public Library is a vibrant, busy hub of the community. The children's room is the heart of the library. It's a busy, multipurpose space that not only houses all the books and other materials in the children's collection, but functions as a meeting place for children and families to gather and interact. There's a large play area with toys that spark imaginative play and focus on STEAM. There are a lot of "regulars" who have built strong relationships with library staff and other families. Lifelong friendships and connections are made in the children's room. The children's room is where people meet, connect, and a community is created. There is also a large patio attached to the children's room to incorporate the outdoors and provide even more space for conversation and play. Library staff put on theater-style storytimes that often attract more than a hundred attendees. The library provides programming for babies, children, and their families, at least four days a week. The library also hosts bilingual storytimes on the weekends with occasional programs in Spanish and Mandarin. Recently the library underwent a signage project, which features native trees as a motif.

### **Photos and Measurements**

\*Paintable mural space appears generally where there are bulletin boards up

1) North Wall – 34' x 4' (could potentially add another 5' of length towards door frame to a painted mural)





2) North East Wall – 22' x 4' (at left of entrance when standing in and looking out to main lobby)



3) South East Wall – 22' x 4' (at right of entrance when standing in and looking out to main lobby)

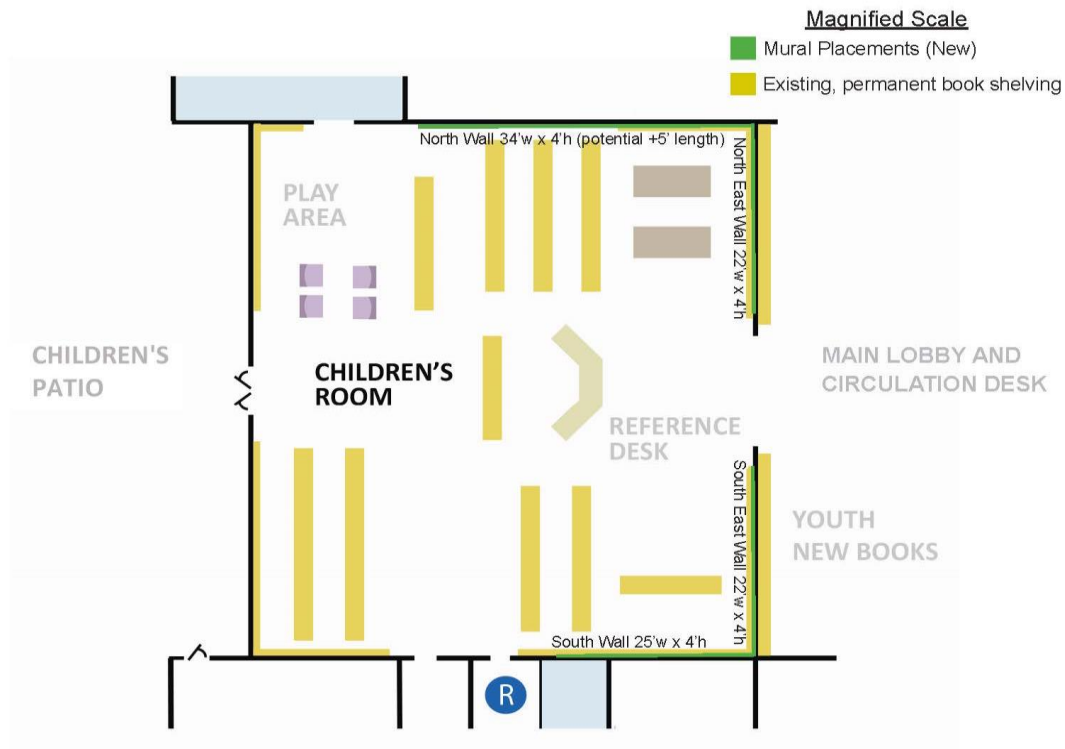




4) South Wall – 25' x 4' (left of restroom doors)



## Site Plan



### **Submittal Parameters**

Artists or Artist Teams replying to this Call are required to submit the following that will be used in the evaluation process. Everything must be submitted directly through the Call for Entry (CaFE) portal at: [www.callforentry.org](http://www.callforentry.org)

- 1.) Contact information (Name, address, phone, email, artist social media and/or artist website)
- 2.) Essay Question A: What interests and excites you about this specific opportunity?
- 3.) Essay Question B: Briefly describe your methodology and approach to public art works, design and community engagement
- 4.) Artist Biography File Upload – (maximum 2 pages) including relevant work experience to the project
- 5.) Past Work Samples – (minimum 6 images, maximum 10 images) – visual representations of past mural and/or larger scale work that demonstrate qualifications for this project. Please

make sure your work samples include info like: project client, project location, project budget.

6.) References (2 professional references)

Incomplete submissions will not be accepted.

### **Budget**

The budget for this project to be awarded to the selected Artist/Team is not to exceed **\$20,000**.

Payment of the artist/artist team will be based on the following schedule:

25% Down Payment upon fully executed Contract, Artist/Team must provide invoice, W9, and Certificate of Insurance (General Liability Insurance with coverage in the amount of 1 Mil per each occurrence/ 2 Mil general aggregate.

25% upon Approval of Design by ACHC and schedule of installation timeline

Remaining balance paid upon Mural completion. Artist/Team must provide Maintenance Plan.

### **Selection Process**

#### **Stage One: Initial Review**

If deemed necessary to narrow down the selection, a team consisting of City Staff will review and score the initial submissions. Incomplete submissions will not be considered and will be removed from the review process.

Staff will consider the completeness of application materials, Artists'/Teams' relevant experience with similar scale projects, previous body of work/ design aesthetic and artist excellence, and ability to meet the project goals.

#### **Stage Two: Selection Panel Review**

The top applications will be reviewed, scored and discussed by a Selection Panel that may consist of Library Staff, Library Foundation members, and members from the City's Arts, Culture, and Heritage Commission (ACHC).

The Panel will consider the same parameters as above (the artists' relevant experience with similar scale projects, previous body of work/ design aesthetic and artist excellence, and ability to meet the project goals.)

The Selection Panel may make a recommendation of which single Artist/Team to award the project to. This recommendation will then be forwarded to the full ACHC for final approval. The Selection Panel may instead decide to forward 1 – 3 options to the ACHC; which in that case the ACHC would make the selection on who to award the project to.

### **Stage Three: Approval by the Arts, Culture, and Heritage Commission (ACHC)**

Staff will take the Selection Panel's recommendation to the ACHC for their final approval, which will take place during a public meeting. ACHC votes are based on majority approval. In the event the ACHC does not approve an Artist/Team staff will reconvene back with the Selection Panel based on ACHC feedback and instruction.

### **Design Process**

Applicants are NOT submitting design proposals in response to this Call for Art. The expectation is only the awarded Artist/Team will create a design to be painted.

There will be a pre-design meeting with the awarded artist and Library staff so the artist can see the space, learn more about the project, spend time in the space, etc.

As part of the design process, some form of community engagement between the users of the space and the artist should factor into the final design.

Once the final design is submitted there will be a period of review and feedback from the same selection panel consisting of Library Staff and ACHC members and the design will ultimately be forwarded onto the ACHC for final approval.

All of these details, steps, dates, etc. will be clearly listed within the scope of work within the artist contract.

### **Timeline (subject to change)**

|  |                    |
|--|--------------------|
| Library Staff Community Engagement efforts | July 2025          |
| Call for Art Opens                         | August 12, 2025    |
| Call for Art Closes                        | September 10, 2025 |
| Stage One Initial Review                   | September 16, 2025 |

|  |                                 |
|--|---------------------------------|
| Stage Two Selection Panel Review                 | September 30, 2025              |
| Stage Three Approval by the ACHC                 | October 15, 2025                |
| Execute Contract with awarded Artist/Artist team | Early November 2025             |
| Site Visit/meeting with Artist                   | November 12, 2025               |
| Design Due                                       | January 9, 2026                 |
| Design Review Meeting                            | January 13, 2026                |
| Design Approval by the ACHC*                     | January 21, 2026                |
| Installation*                                    | Mural complete by March 1, 2026 |

\*if there are significant design revisions needed or if the ACHC does not approve the design these dates will shift.

\*the City must minimize closure time to the children's section so painting should take place all within a 2-week window

### **Point of Contact**

**All questions or inquiries must be directed only to the following person:**

Erika Valentine  
*Arts & Culture Program Coordinator*

Direct: 503-570-1629  
[EValentine@wilsonvilleOregon.gov](mailto:EValentine@wilsonvilleOregon.gov)

For the sake of fairness, applicants are not to contact any other City staff or officials and may be disqualified from consideration for doing so.