



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 February minutes

5. CITIZEN COMMENTS

6. NEW BUSINESS

A. Downtown holiday lights—Dave Sweeney

B. CEP Grant discussion

a. Holiday lights project & recommendation process

b. Cannery Square restroom

C. Medallion art—Pedestrian Bridge

a. Work Session on March 18

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:

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

MEETING AGENDA

CULTURAL ARTS COMMISSION

MARCH 17, 2025 at 6:30 pm

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



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

FEBRUARY 17, 2025, AT 6:30PM

22689 PINE ST. SHERWOOD OREGON

1. CALL TO ORDER

Vice Chair Casler called the meeting to order at 6:36pm.

2. ROLL CALL

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

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

City Council Liaison Present: Keith Mays

3. ADJUSTMENTS TO AGENDA

Hall shared that the current Cultural Arts Commission chair, Winnie Parmar, is stepping down as she is preparing to move across the country, which will open up the chair position as well as leave space for a new Commissioner. Hall and the Commissioners thanked Parmar for her leadership and contributions during her time on the Commission, especially during the three Diwali festivals. Hall explained that they would need to appoint a new chair and vote on that. Parisi-Mosher nominated Vice Chair Casler to be the new chairperson, which was seconded by Reisman. Commissioners discussed the motion, and Casler stated that she would accept the nomination. The motion was put to a vote, and all were in favor of Casler becoming the new Cultural Arts Commission chair.

Councilor Mays asked how long the term would last and also asked about the duties of the chair and the vice chair. Hall answered that the chair would meet regularly with her, help interview new Commission members and meet with City Council to facilitate open communication between the Commission and City Council. The vice chair would stand in for the chair if they are absent from a meeting. Parisi-Mosher was nominated for vice chair, and she asked for time to think it over.

4. CONSENT AGENDA

A. Approval of 1/20/25 Meeting Minutes

Casler motioned for the approval of the 1/20/25 meeting minutes. All members voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Lunar New Year

Hall reported that approximately 800 people attended the Lunar New Year festival on 2/1/25. She shared that the event flowed well, and that Casey Chen did a fantastic job coordinating the event. Hall added that the performers were wonderful and that the new additions (pinball, puppets, and ring toss) were fun. Also, the Taiwanese Association of Greater Portland had a booth with lots of information and handouts, and that the food vendor had a very successful sales day. Casler asked if the boba tea sold out this year. Hall answered that it did not sell out and Commission members discussed the price point and choice options. Parisi-Mosher reported that she shared the event details at the YMCA and that people come and had a great day. Schaeffer also received positive feedback on the fact that such a variety of community members attended the event. Hall stated that the lanterns and the snake sculptures, created for the event by Susan Fu and Kelly Tsai, would be kept in the lobby for the month of February to continue the festivities.

B. Pedestrian Bridge: Medallion Art

Hall started a discussion for the medallion art on the pedestrian bridge. She reminded Commissioners of the “Who Walked Here” theme from previous meetings as the guiding principle for the art. Hall stated that the next step for the artwork would be to do a call for artists or to contact an artist directly. Councilor Mays added his support for a call for artists. The Commission discussed the process of finding an artist.

The following details were discussed:

1. Medallion themes- Hall stated that the Commission can recommend the themes for the medallions rather than the artist choosing. Schaeffer offered to visit the Oregon Historical Society to do research for the project so that no group is left out of representation.
2. City Council collaboration- Commissioners voiced a desire to work more closely with the City Council on the artwork. Casler asked for a work session to be scheduled to discuss the project.
3. Project timeline- Hall stated that KPFF is able to install temporary medallions if needed until the project is completed.
4. Additional artwork- Parisi-Mosher suggested contemporary art on one side of the bridge that can change with the current residents of Sherwood. She gave an example from Atlanta.

C. CEP Grant Discussion

Hall reminded the Commission of their discussion during the 1/20/25 meeting regarding artwork utility box wraps in Old Town. Members discussed the grant process. Casler asked how much money they could request in the CEP grant application. Mays said that the Commission can apply multiple times. Hall asked if there was a limit per application. Mays answered no. The Commission discussed Cannery Square and the logistics of covering the restroom. Hall shared that she received the specs for wrapping the restroom and was able to ask the City of Tualatin about their fees. She asked the group if they would think about a theme that could tie multiple pieces of artwork together.

Commissioners suggested the following:

1. Sherwood in season
2. Character of your neighborhood
3. One specific artist to follow a theme
4. People's willingness to help each other
5. Kindness
6. Sherwood shares

7. You're my neighbor
8. Cedar Creek Trail
9. Waterways of Sherwood
10. Sherwood connection/connectivity

Hall stated that she would get a quote for a wrap. Schaeffer said that she likes the idea of a painter instead. Nedwek wondered if the wrap could be damaged by kids who play at the park. Hall answered that the wraps are quite durable. Parisi-Mosher said that the theme ideas will help keep future artwork consistent. Casler agreed and said that Old Town is small enough that it needs to be complementary and cohesive. Casler asked Hall what she needs from the Commission to start the next step. Hall stated that she and Commissioner Flores would work on writing the grant together before the next meeting so that it can be discussed. Hall added that the board received a CEP grant in the past and did not use it. She felt that may come up at the grant discussion. The Commission discussed why the funds were not used in the past. Casler asked who approves the CEP grant applications. Mays answered that a Metro Councilor and City Council decide. Hall said that it would be good if someone read up on the minutia of the grant process.

7. BOARD COMMENTS

Mays shared that he was thankful for leadership on the bridge project. Parisi-Mosher and Schaeffer agreed and shared their excitement for the bridge.

8. COUNCIL LIAISON REPORT

Mays reported that the City Council is in the early days of budgeting and is moving to a two-year budget. He said that the budget process is time consuming, but that a two-year budget will save time in the long run, and you can still adjust if needed. This provides time for the city to do other projects, and he is excited about the process. Mays stated that the City Council is not having a regular meeting next time but are holding a work session on goals and an updated City transportation plan. He said that most of the City goals are continuing, with the addition of a couple of new ones. Mays reported that the Ice Age Road project is out to bid and that the City will find out in five weeks who will develop it. They have the money to build it already. He explained that it will not be a straight road, but it will open that area for development. Mays said that industrial development in Sherwood is moving forward with momentum: a notice went out for the road closure for the bridge, Broadband is rolling, and there is still an active application for Costco. Casler asked about the art on the Oregon Street roundabout. Mays said he isn't sure why there has been a delay with the installation but said that he will ask. Parisi-Mosher said that she enjoys the weekly newsletter from Craig Sheldon, the City Manager. She loves the updates and his attitude. Mays agreed and complimented Sheldon and his growth from a city employee to City Manager over the years.

9. STAFF REPORT

Hall invited the Commission to the upcoming SCA birthday party on Feb. 28. Casler shared what it was like to be part of the City Council when the Arts Center was built. Mays added his memories as well. Casler asked for an update on renaming the Main Hall of the Arts Center after Meara Boughey. Hall said that it is going to City Council for approval in March, with the hope to get the sign fabricated by April to honor Meara's birthday month. Hall stated that there is Old Town Strategic Plan meeting on the following Monday from 6:30 - 8pm. It was asked what the group is planning. Mays answered that the consulting group is taking a fresh look at all of Old Town. There have been discussions about extending Columbia Street through the Public Works building and out onto Oregon Street. This would require them to move the current fire station, but it would add a new access point to Old Town

10. ADJOURN

Chair Casler adjourned at 7:34.

Minutes Approved on

Date

Chair or transcriptionist Signature

DRAFT