



*Home of the Tualatin River National Wildlife Refuge*

## MEETING MINUTES

### SHERWOOD CULTURAL ARTS COMMISSION

MARCH 17, 2025, 6:30PM

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

#### 1. CALL TO ORDER

Chair Casler called the meeting to order at 6:32pm.

#### 2. ROLL CALL

**Board Members Present:** Chair Jennifer Casler, Casey Chen, Beth Flores, Jane Parisi-Mosher, and Deborah Reisman. Members Estela Schaeffer, Michelle 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 Present:** Keith Mays

#### 3. ADJUSTMENTS TO AGENDA

Hall asked to discuss the vice chair position after the medallion art section of the agenda.

#### 4. CONSENT AGENDA

##### A. Approval of 2/17 Meeting Minutes

Chen motioned to approve the consent agenda, seconded by Reisman. Motion passed, and all present members voted in favor.

#### 5. CITIZEN COMMENTS

None.

#### 6. NEW BUSINESS

##### A. Downtown holiday lights- Dave Sweeney

Dave Sweeney, a Sherwood resident, was introduced to the Commission and gave a presentation on holiday themed light displays for the Old Town streetlamp posts.

1. Sweeney started by showing the location of the 86 lamp posts in Old Town and describing the possible locations for hanging the lights (see exhibit A, pages 2 & 3).

2. The first option that Sweeney described are rope light snowflakes, which are attached to hoops. Sweeney said they are not very sturdy and do not have a long-life span. The rope lights would attach to the lamp post (see exhibit A, pages 5-7).
3. The second option that Sweeney suggested was snowflakes made from strands of light where each bulb can be replaced or changed individually. Sweeney explained that the running life on these displays is longer, but they are more expensive (see exhibit A, pages 8-10). He suggested buying two sizes to see which ones fit our lampposts best.
4. Sweeney explained that he favored a snowflake because it covers multiple holidays and the winter season at the same time. He added that other areas in Old Town could have more holiday-centric displays that complement the snowflakes such as a Christmas tree, kids on sleds, Santa on his sleigh, and a train on Railroad St.
5. Hall explained that the Commission has been asked to weigh in on this suggestion because they help facilitate art in Old Town. She explained that a past CEP grant was used to add electricity to the blue light posts last year. A new CEP grant would help buy something to put up on the posts. Councilor Mays further explained that the CEP application for a grant to buy lights would come from this group. He agreed that snowflakes would be a good idea and that they would match other light displays in Old Town.
6. The group discussed the logistics of purchasing and storing the snowflakes. Councilor Mays said that storing the lights would be a challenge. Reisman asked if they would have to be taken down each year. Hall answered yes. She added that the lights would be step toward making Old Town more friendly and festive. Hall said that electrifying the poles was the first step, and now the Commission could ask for an amount to add the themed light displays.
7. Casler asked how the CEP grant would work if they do an application for lights and for the Cannery restroom wrap. Hall was told that they could do both. Mays said that there is a limited amount of grant funds, but one group did receive three grants last year. Casler estimated that each light might cost \$450. Mays said that multi-year projects can be approved and that if they agree to apply for a grant, they need to check with the appropriate City staffer to discuss storage and installation.
8. Casler thanked Sweeney for his presentation.

## **B. CEP Grant Discussion**

Hall thanked Flores for her help writing the CEP grant for the restroom wrap. Hall said that she received a quote from Tualatin for \$8000 for a wrap for the bathroom, and that wraps for utility boxes would seem inexpensive comparatively because they will be smaller. Hall added that the restroom wrap will be highly visible and could be a great way to kick off art in Old Town. She said that the Commission needs to find a theme for the artist. Councilor Mays asked if the Commission envisioned asking for a grant of \$11,000. Hall said that the utility boxes would be closer to \$2000.

1. Commission members discussed the following themes for the artwork:
  - a. Cannery Square
  - b. Bricks
  - c. Railroad
  - d. Family
  - e. Community
  - f. Saturday Market
2. Commissioners discussed the different ideas and impact on the community. They agreed that they want the artwork on the Cannery Square restroom to follow the same theme as the utility boxes. Mays agreed but added that the City Council would want to weigh in once a theme is picked.

3. Casler moved that the Cultural Arts Commission prepare a CEP Grant to fully fund lighting for 53 poles in a winter theme. Seconded by Flores. Motion passed, and all present members voted in favor.
4. Parisi-Mosher moved that the Cultural Arts Commission cover the restroom at Cannery Square with a wrap in addition to the other boxes in the area. The motion was seconded by Flores. The motion passed, and all present members voted in favor.

### **C. Medallion art- Pedestrian bridge**

Commissioner Reisman asked for a brief overview of the medallion project. Hall described the process of choosing public art for the pedestrian bridge.

1. Hall said that originally the Commission was asked by the City Council to suggest art for the approach wall on the YMCA side and on the side by Sherwood High School. The Commission also wanted to create a fun, informative moment along the path with concrete stamping. Due to the design timing, the Commission was asked to create medallions to insert into the belvederes along the bridge instead of the concrete stamping. Hall showed examples to the Commission (see exhibit B) and said that Casler asked for a City Council work session on the artwork, and that work session would be held the following day.
2. Hall shared that the medallion theme which was decided on in previous Commission meetings was "who walked here." Hall said that meant historically who has called this land home, including animals. She said that the goal of the group is to find an artist who can tie the theme and the history together.
3. Councilor Mays reminded the group that the medallions do not need to be done when the bridge opens. There will be place holders installed until the project is complete. Mays also shared a quick update on the roundabout art for Oregon Street. He said that the County has to approve the usage of the roundabout first, but that the sculptures are done and ready.
4. The Commissioners discussed the theme and scope of the medallion project. Casler said that community members will be able to do rubbings of the medallion art once it is installed. Parisi-Mosher said that she liked the theme and suggested that a rotating art installation could be installed on the high school side of the bridge where SHS students' artwork could tie into the medallion art.
5. Casler discussed the City Council work session scheduled for the following day. She asked for clarity about when the Commission will present their recommendation and invited other Commission members to attend. Mays added that the public art fund receives money from the Transient Lodge Tax, and that it would benefit them to attend the meeting. Hall agreed and said that it would be good to have members there.

### **7. Vice Chair Position**

5. Casler asked the Commission to discuss the Vice Chair position. Hall asked Parisi-Mosher if she had thought about being the Vice Chair after the February meeting. Parisi-Mosher asked Flores if she wanted the position because Flores was absent from the February meeting. Flores responded that she was not interested in the position and that Parisi-Mosher could move ahead. Parisi-Mosher said that she is interested. Casler asked if everyone is in favor of Parisi-Mosher being the Vice Chair. The motion passed, and all present members voted in favor.

### **8. BOARD COMMENTS**

Chair Casler went to the city of Cornelius, OR and talked to a developer. She said they do not have an arts commission, but they did a cool project where a photographer takes a picture of something and

gives that to an artist who then gives that to another artist. She also shared about the new mix-use development owned by the City of Cornelius where there is senior housing above the library.

#### **9. COUNCIL LIAISON REPORT**

Council Liaison Mays reported that the City Council has started the budget season. He explained that the City has moved to a two-year budget for the first time. This would allow staff to do special projects in the open time. He said that it is a more efficient process.

Mays added that the first section of the pedestrian bridge went up. He said that it took 60 hours to install, and that they experienced perfect weather with no wind. Mays said that the next two sections will go up before the end of the month.

#### **10. STAFF REPORT**

Center Manager Hall shared that there is a new artist in the gallery space named Lindsey Fox. She is local to Portland and has fantastic work. Hall invited members to the gallery opening on Thursday and told them to invite their friends. Hall ended by sharing that Commissioner Schaeffer is planning a field trip to the Oregon Historical Society on March 25 and that everyone is invited.

#### **11. ADJOURN**

Chair Casler adjourned at 7:32pm.

Minutes Approved on

5/19/25 MW  
Date