



Sherwood Cultural Arts Commission

Agenda

Meeting Date: Tuesday, July 28, 2009
Meeting Time: 6:30 PM
Meeting Location: Sherwood Police Department,
Conference Room

Commission Members

Patti Barrow, Chair
Shelly Lamb
Douglas Pederson
Darla Boljat
Judy Silverforb
Ashley Marshall-O'Dell
VACANT
VACANT
VACANT

City Staff

Olivia Cashman
Anna Lee, Human Resources Manager
Tom Nelson, Economic Development
Manager

Council Liaison

Linda Henderson, City Councilor

-----Meeting Agenda-----

1. Adjustments to agenda
2. Approval of June 2009 minutes – Patti
3. Machine Shop Update –Tom Nelson
4. Missoula Update – Patti
5. Movies in the Park Update- Olivia
6. Council update – Linda
7. Other
8. Adjourn

Sherwood Cultural Arts Commission

MEETING NOTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	07.28.2009 6:30 PM
LOCATION	Sherwood City Hall
FACILITATOR	Patti Barrow
NOTES TAKEN BY	Olivia Cashman

ATTENDEES

Cultural Arts Commission		Council Liaison	
X	Patti Barrow, Chair	X	Linda Henderson
X	Shelly Lamb	X	Robyn Folsom
X	Doug Pedersen, Vice Chair		
X	Darla Boljat	City Staff	
X	Ashley Marshall-O'Dell		Kristen Switzer
X	Judy Silverforb	X	Olivia Cashman
	VACANT	X	Anna Lee
	VACANT		
	VACANT	Guests	

MEETING NOTES

1. Adjustments to Agenda
 - No adjustments to the agenda were made.
2. Approval of Minutes
 - *Ashley Marshall-O'Dell motioned to approve the June 2009 minutes. Shelly Lamb seconded, all in favor, motion carries to approve the June 2009 minutes.*
3. Machine Shop Update –Tom Nelson
 - The Machine Shop is currently being leased to Product Manufacturing. They have signed a lease agreement with Lucas Development who is building a new location for their business on Oregon Street, and have asked us to extend their lease until that building is completed. We agreed to do so since they are staying in Sherwood. They plan to vacate the Machine Shop building in February/2010.

In a connected matter, the City is close to completing its Wetland, Environmental, and Traffic Study obligations for the Cannery project which allows Capstone Partners, LLC to complete their PUD (Planned Unit Development) application to the City. We expect to see their application in August. It needs to be approved by the

Planning Commission and the City Council. Once it is approved, the URA (Urban Renewal Agency) which owns the property will apply for the \$7.8 million in financing which is projected to be needed to complete all of the Public Improvements, including the upgrade of the Machine Shop, Cannery Plaza, streets, infrastructure and public parking. We hope to begin the actual construction and rehabilitation as soon as the building is vacated. The upgrade to the building will include cleaning, installation of windows and doors, a new roof, new electrical and plumbing, structural reinforcement, and overall finishing of the shell, including interior walls. We hope to get direction from the URA Board this fall as we begin final engineering and design on any additional work that may be desired. Note that the budget estimates do not include additional work. The Joes building is owned by a private party. The City has little say in what is to be done with it. I have proposed to one person interested in bringing a bowling alley to Sherwood. I have asked that the building is looked at for that use.

- The Commission discussed how they will be of service to Council when this project moves forward, as they will be able to make recommendations to Council about programming and general funding suggestions for the Machine Shop.

4. Missoula Update –Patti

- Missoula is completely full.
- Housing for the instructors still needs to be confirmed.
- Patti will write an email to all the parents indicating the following things:
 - Reminder to bring their receipt
 - If anyone would be able to house the instructors
 - Classes that will be offered
 - Waiver
 - Let them know that tickets will be available

5. Movies in the Park Update—Olivia

- Bittner Dentistry for Kids is the Presenting Sponsor for Movies in the Park this year. Bittner Dentistry for Kids was going to be a Supporting Sponsor for \$250 because they couldn't afford to pay the Presenting Sponsor amount that was originally asked. But because there were no other businesses supporting this event, we were able to meet in the middle and have them be the Presenting Sponsor for \$500. Next years' Presenting Sponsor amount will be the standard \$750 amount.
- The cost of all three movies is \$938 (not including staff time). With the Presenting Sponsor support of \$500, the total cost is \$438 (not including staff time).
- We have a Presenting Sponsor for the 2010 Movies in the Park. Todd and Leslie McCabe with John L. Scott will be sponsoring next years' Movies in the Park for the standard \$750 amount.
- Because InFocus is out of business, we have hired Michael Moore, with Big Screen Presentations, will do the sound this year for \$100 while donating the projector.
- The Commission discussed how the candy will be purchased, who will deliver the popcorn machine and who will volunteer each evening.

6. Council Update—Linda/Robyn

- Councilor Henderson shared that Council liked the recycling credit to stay on the Pride Disposal bill, instead of incorporating it in the standard rate.
- Council has approved the bid for First Street.

- The Brookman Road Concept Plan status was discussed. Council let Metro know that they will listen to citizen's request to not have the road punched through. Metro has to repeal this still.

7. Other

8. September Meeting

- Next meeting on September 22, 2009 at 6:30pm at the Sherwood Police Department.

9. Adjourn Meeting

- Adjourned at 7:55 pm.

DRAFT