



## **MEMORANDUM**

**TO:** Arts and Culture Commission  
**FROM:** Maegin Elshaug, Planning Coordinator  
**DATE:** March 15, 2019  
**RE:** Arts and Culture Commission Meeting

The next meeting of the Arts and Culture Commission will be held on March 20 at 5:00 p.m. in the City Commission Room, City Hall. If you are not able to attend, please contact staff at 701.241.1474 or [planning@FargoND.gov](mailto:planning@FargoND.gov). Thank you.

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**ARTS AND CULTURE COMMISSION**  
**Wednesday, March 20, 2019 5:00 p.m.**  
**City Commission Room**  
**AGENDA**

- |   |             |
|---|-------------|
| 1. Approve Order of Agenda                          | Action Item |
| 2. Approval of Minutes – February 20, 2019          | Action Item |
| 3. Fargo’s Capital Improvement Project information  |             |
| 4. Planning Department update                       |             |
| a. Organization structure                           |             |
| b. The Fargo Project – creative placemaking project |             |
| c. Kresge Foundation grant                          |             |
| 5. Communication Plan, Joe Williams                 |             |
| 6. Call for Artists – Spring grant applications     |             |
| 7. Other Business or Public Comments                |             |
| a. Next Regularly Scheduled Meeting April 17, 2019  |             |

Arts and Culture Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on [www.FargoND.gov/streaming](http://www.FargoND.gov/streaming). They are rebroadcast each Saturday at 4:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at [www.FargoND.gov/artsandculture](http://www.FargoND.gov/artsandculture).

**ARTS AND CULTURE COMMISSION  
MINUTES**

**Regular Meeting:**

**Wednesday, February 20, 2019**

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 5:00 p.m., Wednesday, February 20, 2019.

The Arts and Culture Commissioners present or absent were as follows:

Present: Arlette Preston, Deb Williams, Jon Offutt, Mark Johnson, Denese Odegaard, Tracy Jordre, Joe Williams, Tracy Walvatne

Absent: Denise Kolpack

Also Present: City Commissioner John Strand

Chair Preston called the meeting to order and welcomed Members to the meeting.

**Item 1: Order of Agenda**

Member Offutt moved to approve the order of agenda. Second by Member Johnson. All Members present voted aye and the motion was declared carried.

**Item 2: Minutes: Regular Meeting of January 16, 2018**

Member Odegaard moved the minutes of the January 16, 2019 Arts and Culture Commission meeting be approved. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

Presented after item 4.

**Item 3: Capital Project Update**

Chair Preston reported to the Board that she and Member D. Williams will be scheduling meetings with city staff, Folkways, and the Convention Visitors Bureau (CVB) to discuss this item. She stated they have also identified key stakeholders to meet with in the next couple of weeks, before the Board moves forward with this project.

**Item 4: Creative Placemaking Presentation**

Member Jordre shared a presentation of examples from other cities, including information from her past experience with creative placemaking.

The Board further discussed how to incentivize private development as well as interject creative placemaking into future City projects.

**Item 5: Updated Budget**

Planning Coordinator Maegin Elshaug referred to the updated budget included in the packet. Ms. Elshaug noted the update includes the Board's approval for allocation of

dollars to partner with Moorhead's Art and Culture Commission along with a grant from Forecast Public Art, for an upcoming artist training workshop available to artists in the metro area.

**Item 6: New Ideas Discussion Note**

Chair Preston noted that included in the packet are the notes from last month's discussion for the Board to review.

**Item 7: Other Business or Public Comments**

No public comment was given.

Member Johnson asked about the status of the re-granting applications that are due by March 1, 2019. Ms. Elshaug stated there has been interest but no applications received by staff so far.

**Item 7a. Next Meeting – March 20, 2019**

**Item 8: Discussion Items:**

**a. Evaluate**

**b. Funding**

**c. Growth/Projects**

Chair Preston noted these items will be discussed by the Board upon the meetings adjournment.

The time at adjournment was 5:26 p.m.

## **MEMORANDUM**

**TO:** Arts and Culture Commission

**FROM:** Maegin Elshaug

**DATE:** March 15, 2019

**RE:** Meeting Report

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### **Item 3) Fargo's Capital Improvement Project information**

Staff will present the city's Capital Improvement Project and corridor study processes. (nc/me)

### **Item 4) Planning Department Update**

Staff will present an overview of the department structure, The Fargo Project (creative placemaking project), and the Kresge Foundation grant. (nc)

### **Item 5) Communication Plan**

Member Joe Williams will lead discussion on the communication plan.

### **Item 6) Call for Artists – Spring grant applications**

Four applications for public art projects were received during the Spring application period ending on March 1. A sub-committee selected from the roster will meet on March 21 to review applications. (me)