

MEMORANDUM

TO: Arts and Culture Commission

FROM: Kylie Murphy, Assistant Planner

DATE: October 19, 2016

RE: Arts and Culture Commission Workshop

The next meeting of the Arts and Culture Commission will be held on Wednesday, October 19 at 4:00 p.m. in the City Commission Room, City Hall. If you are not able to attend, please contact staff at 241-1474 or planning@cityoffargo.com. Thank you.

ARTS AND CULTURE COMMISSION
Wednesday, October 19, 2016, 4:00 p.m.
City Commission Room
AGENDA

1. Approve Order of Agenda
2. Approval of Minutes – September 21, 2016
3. Presentation by Tania Blanich for 2016 City Hall Exhibit Purchase
4. Public Art Master Plan Update
5. Budget and Work Program for 2017
6. Update on 2016 RFP items and confirmation of sub-committee
7. Other Business or Public Comments

Arts and Culture Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.cityoffargo.com/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 241-1474 or TDD at 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.cityoffargo.com/artsandculture.

**ARTS AND CULTURE COMMISSION
MINUTES**

Regular Meeting:

Wednesday:

September 21, 2016:

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the Fercho Conference Room at the Fargo Public Library at 4:00 o'clock p.m., Wednesday, September 21, 2016.

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

Present: Arlette Preston, David Bertolini, Dayna Del Val, Jessica Jung, Tim Lamey, Michael Olsen, Netha Cloeter, Deb Williams

Absent: Cassandra Miller

Also Present: Nicole Crutchfield, Kylie Murphy, Jack Becker (Forecast Public Art)

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

Item 1: Approve Order of Agenda

Ms. Preston moved the Order of Agenda be approved as presented. Second by Ms. Williams. All Members present voted aye and the motion was declared carried.

Item 2: Minutes: Regular Meeting of August 17, 2016

Ms. Preston moved the minutes of the August 17, 2016 Arts and Culture Commission meeting be approved. Second by Ms. Williams. All Members present voted aye and the motion was declared carried.

Item 3: Other Business or Public Comments

Planning Administrator Nicole Crutchfield updated the Board on the Call for Curators for the Temporary Art Exhibit within Fargo City Hall in 2017 and the Call for Project or Program Development for 2017, noting the proposal submission deadline for both items is November 1, 2016 at 4:30 p.m.

Item 4: Adjourn for Work Session

The time at adjournment was 4:16 p.m.

Following adjournment, Members and staff took part in a work session with Jack Becker of Forecast Public Art.

MEMORANDUM

TO: Arts and Culture Commission

FROM: Nicole Crutchfield

DATE: October 16, 2016

RE: Public Art Master Plan Update

Jack Becker will be present to review the information received from last month's workshop, review the overarching themes for public art development and opportunities within the City of Fargo, and begin to discuss the Table of Contents that will the plan itself will contain (as a way of confirming deliverables and topics).

Jack will also be able to give the Arts and Culture Commission an update on the public art possibilities project.

MEMORANDUM

TO: Arts and Culture Commission
FROM: Nicole Crutchfield
DATE: October 16, 2016
RE: Arts & Culture Commission Work Plan and Budget for 2017

The City of Fargo's Board of City Commissioners approved the Mayor's 2017 proposed budget last month. This budget allocated \$150,000 for the Arts and Culture Commission (ACC). In order to begin to plan ahead for the 2017 work plan, staff would like to seek confirmation on the work program activities for 2017. This will help staff set up our calendar year accordingly for request for proposals and program development.

Past discussions have considered the 2017 program to include:

- a. Regranting services
- b. Public Art projects
- c. City Hall curating
- d. Public Art program development (to be determined)

As you know, the ACC is in progress of developing a public arts master plan which will include considerations and program development activities. The current schedule suggests that this plan will be adopted by February 2017. As that plan concludes, staff suggests that "item d" above can further be determined.

To review, the 2016 work program budget included a total of \$110,000 allocated as follows:

- a. Regranting services (through The Arts Partnership) – \$90,000 (issued in February 2016)
- b. Public Art projects - \$7,000 (to be issued by December 2016)
- c. Public Arts possibilities - \$5,000 (to be contracted by December 2016) – staff suggests that this is a one time only program as part of the Public Art Master Plan
- d. City Hall curating - \$8,000 (to be contracted by December 2016)

For now, one suggestion would be to program the 2017 budget at the same dollar amount as 2016 with the idea that the remaining \$45,000 be programmed once the Public Arts Master Plan is adopted and as we see the results of the 2016 programming contracting services conclude (items b-d above).

Suggested Motion:

Confirm the 2017 work plan and budget as follows –

- Regranting services \$90,000;
- Public Art projects \$7,000;
- City hall curating \$8,000;
- Public Arts program development reserve \$45,000

MEMORANDUM

TO: Arts and Culture Commission

FROM: Nicole Crutchfield

DATE: October 16, 2016

RE: 2016 project updates

The 2016 Request for Qualifications for the city hall curating program and the Call for Public Art Projects have been issued and are due November 1st. Like last year, staff is seeking a subcommittee to review the proposals received and make recommendations to the Arts and Culture Commission (ACC) at the November meeting.

The suggested time is as follows:

- 1) Staff distribute submittals to sub-committee by November 3rd.
- 2) Sub-committee meets Monday, November 7th (time to be determined)
- 3) Present recommendations to the ACC on November 16th.

Suggested motion:

Appoint 3 members (minimum) of the Arts and Culture Commission to serve on the sub-committee of the review of the public art program and the curating program submittals.