

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, WEDNESDAY, MAY 2, 2017 – 3:45 PM**

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, May 2, 2017, at 3:45 pm

CALL OF ROLL: On a Call of Roll, the following members were present: Sonja Merrild, John Connelly, David Marty, Lois Bendix, David Dobbs, Kathy Dodge, and Myrna Peterson

Absent: Karen Walker and Harry Smith

Staff Present: Amy Dettmer and Michele Palkki

Commissioner Merrild called the meeting to order at 3:45 pm.

Setting the Agenda Additions: Street Banners - Dodge
Update MN Arts Advocacy Day - Dodge
Update MN Orchestra Visit – Dodge
Big Chair - Dodge

MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER PETERSON TO ADD ABOVE ITEMS TO THE AGENDA FOR DISCUSSION. Motion passed by unanimous vote.

Correspondence: Nothing to add

MINUTES – Includes the following:

The minutes of the March 7, 2017 Regular Meeting – Change to read Great Engraving
The minutes of the April 4, 2017 Work Session – No Change
The minutes of the April 4, 2017 Public Meeting #2 – No Change
The minutes of the April 5, 2017 Stake Holder Workshop – No Change

APPROVAL OF MINUTES: Regular Meeting held on March 7, 2017 with correction; Work Session held on April 4, 2017, Public Meeting held on April 4, 2017 and Stake Holder Workshop held on April 5, 2017.

MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER PETERSON TO APPROVE THE MINUTES LISTED ABOVE AS PRESENTED. Motion passed by unanimous vote.

ARTIST IN RESIDENCE

The following are recommended for the Artist Loft on behalf of Grand Rapids Arts.

Brittany Benson – May 15 through August 15, 2017

Illustration and Fine Arts

Sarah Verke – February 15 through May 15, 2018

Sketching and Embroidered Design

Chelsey Johnson – May 15 through August 15, 2017

Visual Art of Mixed Mediums/Designs

MOTION BY COMMISSIONER DODGE, SECOND BY COMMISSIONER MARTY TO APPROVE THE ARTIST IN RESIDENCE AS LISTED ABOVE. Motion passed by unanimous vote.

FINANCIALS: Nothing to report at this time.

RIVER VENUE UPDATE

A discussion was held regarding the time-line for the LHB Report. The Final Draft is supposed to be at the City on Friday, May 5, 2017. The report will be distributed to the Commission for their review.

The time-line is as follows:

Friday, May 5, 2017

LHB Report to the City of Grand Rapids

Friday, May 19, 2017

Review and public notice and comment period

Friday, June 2, 2017

Final report to the City Council for their approval

It was the over-all agreement that the Commission wanted to sit down to discuss the final draft from LHB prior to going on to the City Council for their approval and set up a Special Meeting on Tuesday, May 16, 2017.

MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER DOBBS TO SET A SPECIAL ARTS AND CULTURE COMMISSION MEETING FOR TUESDAY, MAY 16, 2017 AT 4:00 PM FOR THE PURPOSE OF REVIEWING THE LHB RIVER VENUE STUDY. Motion passed by unanimous vote.

PROGRESS REPORTS

Utility Boxes

Nothing to report at this time. Waiting to hear from Public Utilities for more direction.

Mayor's Arts Award

Commissioner Marty reported that the first Annual Mayor's Art Award was given to the Grand Rapids States Bank and was presented at the Annual Chamber of Commerce Dinner.

Commissioner Merrild and Commissioner Marty spoke at the event and was well received. Steve Wilcox spoke on the importance of the arts and thanked the commission for the award.

OLD BUSINESS:

Public Art Plan Commissioner Bendix reported that this is currently under revision.

NEW BUSINESS

Minnesota Arts Advocacy Day – Impact Study

Commissioner Dodge reported that there is another opportunity to do the arts and economic impact study for Grand Rapids. A discussion was held regarding the need to re-do the study so soon, it has only been 3 years. The Commission felt that this could be revisited in 2018.

Banner's Across Highway – First Friday

Commissioner Dodge reported that she had met with Jeff Davies, Public Works Director, regarding the condition of the banners for First Friday. Along with the City, Rick Harding helped pay for the three banners. The banners need to be replaced and Commissioner Dodge wanted to propose that we help replace them. Commissioner Dodge was directed to do some research to find out what it would cost to replace the three banners for First Friday.

Minnesota Orchestra

Commissioner Dodge reported that the Minnesota Orchestra would be in Grand Rapids May 18/19.

Thursday, May 18

1 pm Minnesota Diversified Industries-woodwind quintet (MDI) Cohasset (Free)

3 pm Central Square Mall- brass quintet (Free)

5 pm MacRostie Art Center- two string ensembles (Free)

Friday, May 19

12:30 pm Young People's Concert at the Reif Center (Free)

3–4 pm Listen to KAXE 91.7 Center stage Minnesota

7:30 pm Full Minnesota Orchestra at the Reif – Charge for this event

Big Chair

A conversation was held regarding the big chair at its current location, that is it a good idea for it to be at one of the busiest intersections. Ms. Dettmer reported that when the chair was at the Library it was on the grass and rotted and had some mold. If the chair was to be moved maybe, it can be placed on some blocks. Move the chair to the Library or Central School. After further discussion, it was noted that it should be in a high visible spot and if we move the chair what will go in its place. Commissioner Dodge will check with Mr. Davies regarding his thoughts.

There being no further business, the meeting adjourned at 4:55 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

Michele Palkki



CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Outdoor Performance Venue Study

Grand Rapids Arts and Culture Commission

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B, GRAND RAPIDS MN 55744**

SPECIAL MEETING - TUESDAY, MAY 16, 2017 – 4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof the special meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, May 16, 2017, at 4:00 pm

CALL OF ROLL: On a Call of Roll, the following members were present: John Connelly, Harry Smith, David Marty, Myrna Peterson, David Dobbs Kathy Dodge, Karen Walker and Sonja Merrild

Absent: Lois Bendix

Staff Present: Amy Dettmer, Michele Palkki

Commissioner Connelly called the meeting to order. The purpose of this meeting is to go over the Draft River Venue Report and make any changes prior to presenting to the City Council.

Commissioner Merrild arrived at 4:12 pm

Commissioners were invited to give their ideas, changes and/o deletions so it can go back to LHB for the Final Feasibility Study to be completed.

City Administrator Pagel reported that he thought it was a very nice document but would like further insight on timing of implementation located on page 46. It is a pleasant surprise to not be rushed.

Commissioner Bendix was not in attendance but sent an email that she thought the draft looked good.

Commissioner Connelly thought there should be a stronger theme regarding children's space for activities or play area. Public art needs to be added. He felt there were a few to many showboat pictures and that this could be cleaned up a little.

Commissioner Dodge had a few editing items that will be sent to LHB with all the changes Ms. Dettmer is putting together.

The question was asked when the comment period is over. Comment period will be closed as of Wednesday, May 24, 2017 and is currently on the City Web site. There have been no comments sent at this time.

The Commission felt the study should be sent out to the stakeholders for their input. There are many aspects of the report that involves many groups and the Commission wanted to be sure they realize this is almost complete and would like their comments.

The stakeholders will receive an email from the City, along with the link, so they have for their review.

Commissioner Marty reported that the Reif Center supports the document; however, the roles and responsibilities will need to be looked at and adjusted.

The Commission did feel the report was very well done and that LHB listened to everyone, including public, stakeholders, city departments and the commission.

The design and layout are really nice.

Respectfully submitted by Michele Palkki, Administrative Assistant

Michele Palkki



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Pedestrian Bridge Across Mississippi

Grand Rapids Arts and Culture Commission

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B, GRAND RAPIDS MN 55744**

SPECIAL WORK SESSION, TUESDAY, JULY 18, 2017 – 3:45 PM

The City of Grand Rapids and the Grand Rapids Arts and Culture Commission conducted a special work session meeting on July 18, 2017 at the Grand Rapids City Hall, Conference Room 2B. The purpose of this meeting is to discuss the Pedestrian Bridge across the Mississippi.

The following Commissioners were present: Sonja Merrild, Kathy Dodge, Harry Smith, David Dobbs, John Connelly, Myrna Peterson, Karen Walker and David Marty

Absent: Lois Bendix

Staff Present: Matt Wegwerth, Amy Dettmer and Michele Palkki

SEH: Sara Christenson, Jeff Johnson

Visitor: John Bauer (KAXE)

Commissioner Merrild opened the work session at 3:45 pm. The purpose of this work session is to discuss the Mississippi River Pedestrian Bridge designs and opinions.

Matt Wegwerth, City of Grand Rapids Engineer introduced himself, along with SEH representative Sara Christiansen and bridge designer Jeff Johnson who were present to speak with the Commission.

- **Briefing:** Jeff Johnson, bridge designer, spoke about the pedestrian bridge that will cross the Mississippi River just to the east of the Grand Rapids Public Library/KAXE. Mr. Johnson spoke about several options to what the bridge will look like. The City wanted to include the Arts and Culture Commission's comments and ideas for this project. The bridge is just in the design phase. There will be more updates coming. The time line is that the design will be completed this fall with construction to begin spring of 2018.

Mr. Johnson passed out materials that gave some ideas on options and elements we want the bridge to have. The bridge will span the main river channel with a pier on the overbank and will span about 300'

The bridge will be ADA accessible; and will allow a 12-foot wide deck for combined trail use. Several designs were looked at and it was the consensus of the group to have a steel low truss similar to the Spring Lake Park Reserve Trail in Hastings MN.

Some of the opinions of the Commission were as follows:

- ✓ Enhance the connection to the Mississippi River. This also came out of the public meetings that were conducted for the possibility of building an Outdoor River Venue at the KAXE site
- ✓ Keep as much open space – overlooks. Remembering that individuals in wheel chairs, small children be able to see the river
- ✓ Type of decking was discussed; using natural preserved wood, treated wood and/or concrete
- ✓ Lighting is very important and could be a special focal point (of interest) at night, plus it would be important for public safety
- ✓ Some sort of decorative on the sides of the bridge; relative to its In Minnesota's Nature Brand
- ✓ Consider saving an area, on either side, near the bridge for a piece of art, this could be on the trail before arriving at the bridge
- ✓ The approaches should look as natural as possible, grasses, green included, maybe wild flowers
- ✓ Consider bridge signage, maybe a river mile marker for paddlers
- ✓ The bridge would look nice if incorporating some artistic elements
- ✓ Connection to existing trails

The Commission very much appreciates the opportunity to give input and will be ready to do so again.

Work Session ended at 5:10 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

Michele Palkki

**CITY OF GRAND RAPIDS
ARTS & CULTURE COMMISSION**

**SCHEDULE OF CHANGES IN REVENUE AND EXPENDITURES
FOR THE PERIOD ENDING JUNE 30, 2017**

With Comparative Totals for the Period Ending December 31, 2016

| | Actual 6/30/2017 | Actual 12/31/2016 |
|---|---------------------|----------------------|
| Arts & Culture Budgeted Expenditures | \$ 5,000 | \$ 5,000 |
| Supplies | - | 409 |
| Seminar/Meetings/School | - | 700 |
| Video | - | - |
| Economic Impact Study | - | - |
| Facility Rent | | |
| Riverfront Feasibility Study | <u>34,742</u> | <u>11,432</u> |
| Balance Available | <u>(29,742)</u> | <u>(7,541)</u> |

| | | |
|--|----------|-----------|
| Arts & Culture Riverfront Feasibility Study | | |
| Blandin Foundation | \$ 8,568 | \$ 11,432 |
| Reif Center | 1,000 | |
| Grand Rapids Arts | 250 | |
| KAXE | 250 | |
| MacRostie Art Center | 250 | |
| Neighborhood Economic Development Fund | 19,424 | |
| Balance Available with Donations | \$ 0 | \$ 3,891 |

CITY OF GRAND RAPIDS MINNESOTA
ART ADOPTION AND ACQUISITION PLAN

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5.1 City of Grand Rapids

5.2 Arts and Culture Commission

HISTORY / INTRODUCTION

The Grand Rapids Arts and Culture Commission (the Commission) was established on February 25, 2013 with Ordinance No. 13-02-04. The first responsibility for the Commission was to develop and recommend to the city council a strategic plan for arts and culture in Grand Rapids.

The arts and culture roadmap (GRMN Creates) was developed by the Commission and adopted into the City's comprehensive plan in the spring of 2015. Goal #4 of that plan is to "use the arts to animate the physical realm and improve connectivity."

The second objective under goal #4 calls for the Commission and the City to "create initial public art policies and develop a program that consistently contributes to the vitality and economic development of the City." Tasks 4.11, 4.12, and 4.13 of the second objective call for an art adoption/acquisition loan policy, an arts inclusion policy and a public art policy.

SECTION 1: DEFINITIONS

Definitions of Public Art, Public Space, and Public Art Plan

Public art is visual art that exists for the public, is commissioned, leased or purchased by or donated to the City to be in publicly accessible spaces.

This definition includes all media including, but not limited to, the following:

- sculpture
- mural
- fresco
- relief
- fountain
- banner
- mosaic
- ceramic
- weaving
- carving
- stained glass
- sidewalk art

It does not include:

- wayfinding signs
- art objects that are stock items or mass-produced
- art objects that are portable or easily moved, unless the work has been designated by the Grand Rapids Arts and Culture Commission
- playground equipment and general landscape architecture

Public space is defined as an area accessible to and frequented by the general public and owned and operated by the City of Grand Rapids. This includes, but is not limited to, the following:

- parks and squares
- boulevards
- streets
- bridges
- architectural facades
- spaces within City-owned facilities

A public art placement plan is typically part of development or construction projects that have been incorporated into a larger urban development or cultural plan.

SECTION 2: PROCESSES AND PROTOCOL

2.1 Artist Selection Process

The City of Grand Rapids endeavors to commission quality public art works that are relevant to the community.

The process by which an artist is selected for a commission varies and impacts the project's success. The City of Grand Rapids operates competitions as its primary form of artist selection. Depending on the project's requirements, the competition may be open or limited/invitational. The Grand Rapids Arts and Culture Commission also reserves the right to make a direct selection. The form of competition to be used for a project is determined by the Commission. Selection processes are defined as follows:

- Open competitions are broadly advertised to solicit local, statewide, national or international entries.
- Invited/limited competitions invite a select number of artists to submit plans for consideration. Limited competitions may be used when a specific type, theme or media of artwork is desired.
- Direct selection is a commission of a work by an artist or the purchase of an existing work of art. Direct selection may be warranted when there is a single clear choice or a sole source in terms of the artistic solution for a project. A direct selection also may be appropriate where there is a time constraint or an extremely limited project budget.

Donations also may become part of the City's selection process and may be presented to the Arts and Culture Commission. The Commission is responsible for accepting works of art that will further the objectives of the arts and culture plan.

2.2 Selection Panels

The Grand Rapids Arts and Culture Commission is the selection committee. The Commission may from time to time establish a community ad hoc committee to assist with selection as needed.

SECTION 3: MANAGEMENT OF THE CITY OF GRAND RAPIDS' PUBLIC ART COLLECTION

3.1 Maintenance and Conservation

The City of Grand Rapids is responsible for maintaining all permanent works of art within the public art inventory, in accordance with the approved maintenance plan and/or conservation plan required for each piece. Development of the maintenance plan and/or conservation plan is the responsibility of the artist and will be submitted to the City at the time the artwork is installed. The plans will include, but are not be limited to, the following:

- maintenance dossier
- shop drawings
- manufacturers' lists
- key contacts including the artist
- maintenance and/or conservation specifications
- budget

To build longevity into its public art planning and processes, all public art competitions and donations will include a maintenance fund in the budget for the conservation of the public artwork.

The City's public art adoption/acquisition policy establishes a treatment and maintenance program that uses public funds wisely by avoiding costly preservation procedures that result from neglect. A qualified professional, trained in art conservation, may be contracted by the City of Grand Rapids Arts and Culture Commission to participate in the technical review of existing art work.

Inventory of public art owned by the City will be updated when new works are acquired and routinely inspected.

The inventory will include the following:

- description of the artwork
- fabrication
- site conditions
- conservation and maintenance plan
- visual documentation of the artwork

3.2 Insurance

The City of Grand Rapids' public art collection is to be insured as property of the City for vandalism, liability and theft, and each piece as acquired should be appraised based on market value and re-evaluated as needed.

Grand Rapids Arts and Culture Commissioners also will be covered by the municipal insurance policy that indemnifies them against legal responsibilities for their actions, if they are not guilty of wrongful acts or gross negligence.

3.3 De-commissioning

De-commissioning is the process by which an artwork is removed from the City of Grand Rapids' public art inventory. It may involve the relocation, removal or disposal of an artwork, if these actions are not in conflict with the terms on which the City acquired the work.

All recommendations for de-commissioning are reviewed by the Grand Rapids Arts and Culture Commission and must be approved by City Council.

SECTION 4 - ADMINISTRATION

The Grand Rapids City Council approves the public art plan and policies upon recommendation of the Grand Rapids Arts and Culture Commission.

The City Council approves the final acceptance of all public artworks commissioned by or donated to the City upon the recommendation of the Grand Rapids Arts and Culture Commission.

SECTION 5: FUNDING

5.1

The City of Grand Rapids will fund public art by earmarking 1.5% of funding for public works programs. This money will be deposited into a fund to purchase and/or commission public art.

5.2

The Grand Rapids Arts and Culture Commission will make every effort to leverage dollars collected to maximize the number of dollars available for public art through grants and other funding sources.