

## ARTS & CULTURE COMMISSION

### Regular Meeting, Tuesday, October 4, 2016

NOTICE IS HEREBY GIVEN, that a regular meeting of the Arts & Culture Commission will be held in the Conference Room 2B at City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota 55744 on Tuesday, October 4, 2016 at 3:45 pm

#### Agenda

1. Call to order
2. Public input
3. Setting the agenda
4. Correspondence
5. Approve the following minutes:                      Regular Meeting September 6, 2016
6. Financials
7. River venue update                                      Skype Conference with LHB (4:00 pm)
8. Progress reports
9. Old Business    Mural Update
10. New Business
11. Announcements
12. Set agenda for next regular meeting: Tuesday, November 1, 2016
13. Adjourn

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL  
REGULAR MEETING, TUESDAY, SEPTEMBER 6, 2016 – 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 Tuesday, September 6, 2016, at 3:45 pm

**CALL OF ROLL:** On a Call of Roll, the following members were present: Kathy Dodge, Lois Bendix, Jon Connelly, David Marty, Harry Smith, Karen Walker and Sonja Merrild

**Absent:** Benjamin Braff and Leah Yellowbird

**Visitor:** Julie Kennedy

**Staff Present:** Amy Dettmer and Michele Palkki

Commissioner Dodge called the meeting to order at 3:45 pm

**SETTING THE AGENDA:**

**Additions:** Under Correspondence – Leah Yellowbird Resignation  
Under Old Business – Piano at Central School

**CORRESPONDENCE**

Commissioner Dodge reported that Leah Yellowbird has given her resignation. Commissioner Dodge will forward her resignation to the Administration Office to be given to the City Council for their acceptance. If anyone would like to apply, fill out the application for Boards and Commissions and submit it to the Administration Department. The application is on the web page or they can pick one up at the City Administration Department. The Council will then appoint a new Commissioner to fill this opening.

**MINUTES**

The minutes of the July 5 meeting were in the packets for the Commission's review and approval. There was no quorum for the August meeting and was cancelled.

**APPROVAL OF MINUTES: Regular Meeting July 5, 2016 (There was no August Meeting)**

**Motion by Commissioner Bendix, second by Commissioner Smith to approve the minutes of the Regular Meeting, July 5, 2016 as presented. Motion passed by unanimous vote.**

**FINANCIALS – Discussion items noting funding requests**

**Paint Artist Space – Central School**

Commissioner Dodge reported that Dan Root is willing to paint the Artist Space at Central School at no charge; he would like the paint and materials provided for him. A discussion was held regarding the area and that it would be nice for the entire artist area be painted the same. There is money in the budget to do this.

**Motion by Commissioner Walker, second by Commissioner Marty to approve Mr. Root to paint the artist space in Central School with expenses not to exceed \$200.00. Commissioner Dodge will work with him to pick up the paint and supplies. Motion passed by unanimous vote.**

**Cultural Place-Making Mural**

Commissioner Dodge reported that the mural that will be placed on the west side of the Northbank Building was done through Katie Marshall and Grand Rapids Arts by receiving a grant. It will be unveiled on First Friday in October. Katie worked on this with the Human Rights Commission and a work group from the Grand Rapids Arts and Culture Commission, the mural was painted by Leah Yellowbird with a Native American scene.

The funding request for the place-making mural will be located at the Grand Rapids Area Library and be unveiled as part of Indigenous People's Day in October. Leah Yellowbird will also paint this mural. The Arts and Culture Commission was asked to contribute funds to help pay for the mural. There is money in the budget for this project.

**Motion by Commissioner Marty, second by Commissioner Smith to approve spending \$1,000.00 out of the Arts and Culture Commission Budget for Leah Yellowbird to paint a mural to be placed at the Grand Rapids Area Library. Motion passed by unanimous vote.**

A discussion was held regarding the policy of future murals, cultural art and the design and/or theme of such mural and/or cultural art .The Commission would like the community to know that they will set-up a working group regarding future recommendations, and funding requests to be sure that we are meeting what is in the GRMN Creates Plan.

**RIVER VENUE REPORT**

Commissioner Dodge announced all the funding has been secured for the Riverfront Venue Feasibility Study to be completed by LHB. Commissioner Merrild noted that the Foundation wishes to make known that if the project goes forward that there needs to be community/business buy in for the project. The Commission was very grateful for the donation from the Blandin Foundation.



## **PROGRESS REPORTS**

### **Public Utility Electric Box's – Commissioner Smith and Julie Kennedy (PUC)**

Commissioner Smith and Ms. Kennedy had met and spoke regarding art on the Utility Boxes by either paint or a heat/shrink vinyl.

Ms. Kennedy was present to address the Commission and answer any questions they may have to start the conversation. Ms. Kennedy has checked with a few other Cities that do both but it would be a good idea to put together the questions/answers to begin this project. There are areas such as safety, where to begin, how many, which size, what design, who approves, supervises, and etc.

Commissioner Smith reported that it would be nice to involve the community, art classes, etc. to work on this project. Ms. Kennedy is willing to look more into what other communities have done and what their ideas are if our community goes forward with this. Commissioner Smith said he would continue to work with Ms. Kennedy on this project. Commissioner Merrild reported that she would also be willing to be part of this working group.

### **Mayor Arts Award – Commissioner Marty and Commissioner Dodge**

Commissioner Marty and Commissioner Dodge met regarding the guidelines to set up to have an Arts Award which will be called the Mayor's Arts Award.

This award will be granted to a Grand Rapids area business or organization that supports and promotes local arts organizations, programs or individual artist through funding, advocacy and/or community outreach in the Grand Rapids Area. Commissioner Marty reported he would have a final guideline and timeline ready for the Commissioners in October. As this has been part of the initial plan to implement, it is being asked if the Commission would support the plan in concept.

**Motion by Commissioner Connelly, second by Commissioner Smith to accept the Mayor's Arts Award Plan Concept. Motion passed by unanimous vote**

## **OLD BUSINESS**

### **Piano**

The Commission had tabled the motion from the July meeting to the next available meeting regarding a request to refinish the Piano, located in Central School.

This item is on today's Agenda to discuss refinishing the piano. After a discussion, the Commission determined that there is not available funding for this project, at this time. Commissioner Dodge will contact Mr. Christiansen of the Commission's decision.

## NEW BUSINESS

### Art Space

Commissioner Dodge/Bendix reported that lighting is still an issue when it comes to the space where the artists set up. The thought is to limit two artists at a time, each setting up on an end and utilize the space in the middle for displays of art etc. Commissioner Bendix will check into either corkboard or something for the artist to display their art and limit the use of nails and etc.

### Venue at Fairgrounds

This item is for the Commission's information. The Itasca County Fair Board had a report compiled on what they want to see in the future at the Itasca County Fairgrounds. One idea that has emerged is to have a performing area in hopes of bringing in larger groups to Grand Rapids. The Commission does not have to do anything with this; the County just wanted them to be aware of the report.

### Artist in Residence

A discussion was held regarding a new artist that is asking for approval beginning November 15. The Grand Rapids Arts is recommending the acceptance of David Dobbs in the Artist Loft in Central School.

**Motion by Commissioner Marty, second by Commissioner Walker to approve David Dobbs as an artist in residence at Central School beginning November 15, 2016. Motion passed by unanimous vote.**

## ANNOUNCEMENTS

Commissioner Dodge attended a work session with the City Council to update them where we are with the River Venue Project.

Commissioner Marty reported that Kevin Reese is coming back to Grand Rapids September 19 through October 2. The Commission will be invited to attend a workshop with Mr. Reese, pending a date/time.

There being no further business, the meeting adjourned at 5:20 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

### ***Next Regular Meeting***

Reminder, the next regular meeting of the Grand Rapids Arts and Culture Commission will be held on Tuesday, October 4, 2016 beginning at 3:45 pm at the Grand Rapids City Hall, Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids MN 55744.

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

**SCHEDULE OF CHANGES IN REVENUE AND EXPENDITURES  
FOR THE PERIOD ENDING SEPTEMBER 30, 2016**

*With Comparative Totals for the Period Ending December 31, 2015*

	Actual 9/30/2016	Actual 12/31/2015
<b>Arts &amp; Culture Budgeted Expenditures</b>	\$ 5,000	\$ 3,000
Supplies	222	388
Seminar/Meetings/School	700	-
Video	-	200
Economic Impact Study	-	1,500
Facility Rent	-	75
Balance Available	<u>4,078</u>	<u>837</u>

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**City of Grand Rapids  
Riverfront Performance Venue Feasibility Study  
Kick-off Meeting Agenda  
Tuesday, October 4th, 2016, 4pm  
Grand Rapids, MN**

1. **Welcome & Introductions:** Today's meeting goal is to identify participants – main points of contact for each organization, review schedule and understanding of process & goals for the project.

	Name	Organization	Phone	Email
<input type="checkbox"/>	Amy Dettmer	City of Grand Rapids	218.327.8820	adettmer@ci.grand-rapids.mn.us
<input type="checkbox"/>	Kathy Dodge	City of Grand Rapids	218.	ktdodg@gmail.com
<input type="checkbox"/>	David Marty	City of Grand Rapids	218.	
<input type="checkbox"/>	Karen Walker	City of Grand Rapids	218.	
<input type="checkbox"/>	Sonja Merrild	City of Grand Rapids	218.	
<input type="checkbox"/>	John Connelly	City of Grand Rapids	218.	
<input type="checkbox"/>	Harry Smith	City of Grand Rapids	218.	
<input type="checkbox"/>	Lois Bendix	City of Grand Rapids	218.	
<input type="checkbox"/>	Benjamin Braff	City of Grand Rapids	218.	
<input type="checkbox"/>	Michele Palkki	City of Grand Rapids	218.	
<input type="checkbox"/>	Mike Fischer	LHB	612.752.6920	Mike.fischer@lhbcorp.com
<input type="checkbox"/>	Heidi Bringman	LHB	218.279.2429	heidi.bringman@lhbcorp.com
<input type="checkbox"/>	Stuart Shrimpton	LHB	612.752.6951	Stuart.shrimpton@lhbcorp.com
<input type="checkbox"/>	Jon Commers	Donjek	651.645.4644	commers@donjek.com
<input type="checkbox"/>				

2. **Project Team & Roles:**

LHB team

Heidi Bringman—Primary Project Lead: Landscape Architect

Mike Fischer – Project Principal/Advisor

Stuart Shrimpton – Designer

Jon Commers – Market Research (Subconsultant)

Arts & Culture Commission

Amy Dettmer—Primary Project Contact: Assistant Library Director  
Kathy Dodge — Commission Chair

**3. Review General Project Scope:**

Phase 1

- Review existing reports, plans and studies relating to the prospective performance marketplace. Collect readily available data, define additional needs, and supplement where data is needed.
- Draw on existing materials, documents and data to gauge regional demand for an outdoor performance venue.
- Using criteria reflecting the Grand Rapids area marketplace, develop an evaluation of the feasibility, capital and operating structure, earned revenue and other project fundamentals of value to the Arts & Culture Commission.
- Provide recommendations for management and governance structures and attributes. Work with the Arts & Culture Commission to develop a list of potential partners and local resources that may be available to manage a performance venue with examples of successful management strategies.
- Provide summary document of Phase 1 findings (only if project does not proceed into Phase 2)

Phase 2

- Present Phase 1 findings & facilitate Public Meeting #1: Gather input from the community on their values, guiding principles and overall vision for the project.
- Conduct site analysis, and establish issues, constraints, and opportunities for up to three sites. Develop preliminary concept alternatives for study sites during a 1½ day workshop session.
- Present workshop concept alternatives at Public Meeting #2: Gather feedback from the community and come to a general consensus on a preferred site with programming recommendations for an outdoor performance venue.
- Develop preliminary cost estimates, a phasing plan, and funding and operational recommended procedures as supplementary information for the final document.
- Refine the preferred concept and develop a draft plan for Commission review. In addition to narrative text, supplementary graphics will include preliminary site plans, sections, and diagrams as well as two perspective renderings to be used for promotional and fundraising efforts.
- Final presentation to the Commission/City Council.

**4.**

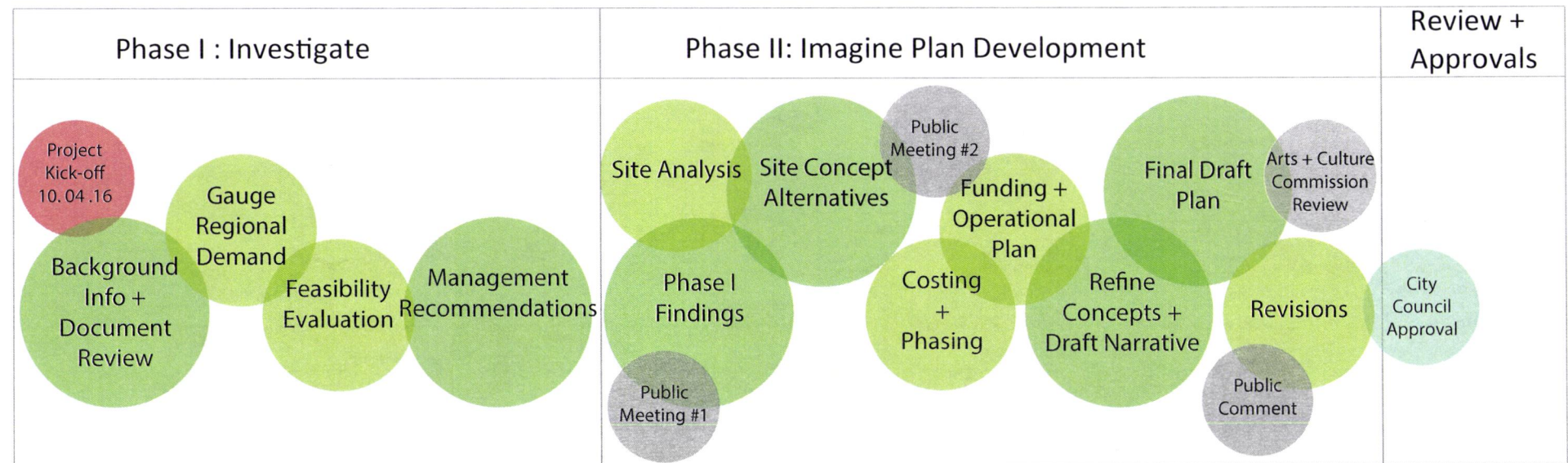
**Schedule** (see hand-out for more specifics):

- a. Phase I .....October-December 2016
- b. Summary Document OR Presentation of Phase 1 Findings.....January 2017
- c. Phase II.....January-April 2017
- d. Review and Approval Process .....May 1 2017



5. **Next Steps:**
  - a. Request for all existing reports, plans, and studies for review.
  - b. Discussion on site options. Are we missing any others?
  - c. Ideas/nominations for communities that offer strong examples of success or other outcomes
  - d. Establish list of of stakeholders or participants for community outreach.
  
6. **Summary & Sharing of Project Goals**
  
- c: LHB File 160187-304, attendees





**Task**

	October	November	December	January	February	March	April	May
1.0 Project kick-off	█							
1.1 Background info and related document review	█							
1.2 Gauge regional demand		█						
1.3 Feasibility evaluation		█						
1.4 Management recommendations and summary			█					
2.1 Presentation of Phase I findings + public meeting #1				█				
2.2 Site analysis, issues + opportunities				█				
2.3 Develop site concept alternatives + public meeting #2					█			
2.4 Costing + phasing plans						█		
2.5 Funding + operational plans						█		
2.6 Refine concepts + develop draft plan							█	
2.7 Final draft plan review + approval								█

**Meetings and Public Input**

Public Meetings (2)				●	●			
Public Comment Period (2 weeks)?							●	
Arts + Culture Commission Review							●	
City Council								●