



Public Arts Commission Meeting

June 12, 2024

6:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

Agenda

Call to Order

Roll Call

Approval of Agenda

New Business

- [1.](#) Artist Contract Review
- [2.](#) Appointment to the Commission

Old Business

- [3.](#) Debrief of Town Hall Experience

Other Items

- [4.](#) Update on the Creation of the 501C3
- [5.](#) On-Boarding Manual
- [6.](#) TEDx Talk -Jack Becker

Adjournment

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cov neeg ua hauj lwm.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott J. Hickok, Community Development Director

Title

Artist Contract Review

Background

As the Commission is aware, the Rice Creek Watershed District (RCWD), has generously offered \$6,000 toward a piece of water related art and they have selected an Artist that meets their criteria by not only being a well-established artist, but also one that has completed the Water Stewardship Certification Program. Jessica Turtle is the Artist that has been selected and she, RCWD staff, City staff and their respective attorneys have structured terms of a contract and are finalizing the details of the contract at this time of our preparation for the meeting. It is my suspicion that by the time we meet, a contract and all its details will be available to review. In the interest of good faith negotiations, the contract has not been included in the packet, but will be available, if executed by the time of our meeting. In any case an update will be provided at the meeting.

Financial Impact

In discussions with the Mayor, a determination was made that the Mayor would seek funds to provide a \$10,000 contribution would be made to supplement the original \$6,000 offering of the RCWD. The artist is aware that the budget has grown, and these additional funds are available. Current contract language has the City paying the upfront expenses and the City would be reimbursed by the RCWD and Mayor's source of funding. The Mayor has a local business owner meeting with the artist at the Town Hall. That business owner has committed to participating in some, if not all the \$10,000 contribution.

Recommendation

Staff recommends that the Commission review the terms of the contract as an opportunity to observe and learn what negotiations and contract terms result in the talks between the artist, funding agencies and the City.

Attachments and Other Resources

- Executed contract may be available on June 12, 2024, for review.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott Hickok, Community Development Director

Title

Appointment to the Commission

Background

The Mayor has selected a candidate to appoint to the 7th Position on the Public Arts Commission. On June 10, 2024, the City Council will appoint Karen Ruwart to the Public Arts Commission.

I requested a bit of background from Ms. Ruwart to allow me to introduce her to you, the Public Arts Commission. Ms. Ruwart obliged.

- *I grew up in Fridley during the 1960s and 1970s*
- *I graduated with honors from the Fridley Public Schools: Gardena Elementary Fridley Middle School, and Fridley High School*
- *In 1991 my husband and I bought my parents house where I was raised and where we currently reside*
- *Both of our children went to Fridley Public Schools*
- *I attended the University of Minnesota for Art and Design while I worked as a Cosmetologist/Artist.*
- *I brought art to Hayes Elementary with the Minneapolis Institute of Art, "Art Adventure" program, for several years.*
- *I was an Artist in Residence at the Banfill-Locke Art Center.*
- *The Principal of Fridley Middle School, Margaret Leibfried, asked me to paint murals on the walls of the Middle School.*
- *She also asked me to do the decorating for the Veteran's Day Program and transform the gym into an honorable show of Red, White & Blue (very large scale, with a billboard banner that I painted).*
- *I decorated the entrance to the Auditorium for the Stargazers Fundraiser Program for many years.*
- *I also have created hairstyles for the Fridley High School plays under the direction of Tom Larson.*
- *I have been singing with the Fridley Alumni Choir for most all their 20+ years, except for 3 years.*

Vision Statement

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- *I am currently a block captain for our neighborhood and plan the annual Night to Unite neighborhood party.*
- *I continue to create original works of art because I love the creativity that it brings both in my job and in my life.*

I am very excited to be a member of the Fridley Art Commission.

Financial Impact

None. Absorbed

Recommendation

Welcome Ms. Ruwart as your newest member of the Public Arts Commission

Attachments and Other Resources

- N/A

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AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott Hickok, Community Development Director

Title

Debrief of Town Hall Experience

Background

Saturday June 1, 2024, the City of Fridley will have its ribbon-cutting and public opening for the Moore Lake Park Pavilion and Park Improvements. Artist Jessica Turtle will be in attendance and getting to know, What do you like about Fridley? As she seeks inspiration for her art piece. It will be great to have Jessica and Kendra Sommerfeld from Rice Creek Watershed District in attendance meeting people and taking inspiration.

We will learn what they've gathered and share our own experiences from the event for this item on the agenda.

Financial Impact

Absorbed

Recommendation

Listen, Learn and Share your experiences if you attend the event.

Attachments and Other Resources

- N/A

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AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott Hickok, Community Development Director

Title

Update on the Creation of the 501C3

Background

Mayor Lund has completed a lengthy questionnaire and hired a local attorney to assist with the filing with the IRS. I have been told to expect the IRS to take 4-6 months before we receive the non-profit status. Meanwhile, he is filing with the Secretary of State for an EIN. An EIN is an *Employer Identification Number*, which is required by the Internal Revenue Service. The Mayor is also setting up an account to place donations into an interest-bearing account in anticipation of the initial donation of \$100k.

A full board of directors for the foundation of seven volunteers has been selected by the Mayor and they are standing at the ready. A Board needed to be formed, with all members known and an official name was to be determined (thanks to the Commission, he had a great one to offer) to file for non-profit status.

The Mayor has invited a local business owner to the Town Hall Meeting on June 1st, at Moore Lake. This business owner has expressed an interest in what we are doing in Fridley with our Public Art initiatives and has indicated a willingness to make some sort of monetary contribution, potentially toward the first piece of art.

Financial Impact

None. The 501C3 will be a separate corporate entity than the City and will stand independently as its own organization.

Recommendation

No Action Required

Attachments and Other Resources

- N/A

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AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott Hickok

Title

On-Boarding Manual

Background

The Fridley Communications Team has prepared an on-boarding manual for new City Council members. This manual will be followed by a manual for new commissioners. I have provided the packet for you as a learning tool and as a bit of insight into the future as a similar manual will be prepared for you as Commissioners.

Financial Impact

Absorbed

Recommendation

Read, keep document as reference, look forward to a Commission version of the document to come soon.

Attachments and Other Resources

- On-Boarding Manual for New Council Members

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Councilmember Onboarding Manual

Updated 2024





Welcome,

On behalf of the City of Fridley, I would like to congratulate you on your election and welcome you to the Fridley City Council. We appreciate your hard work and commitment to serving the Fridley community.

Our mission here is clear: "We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses." This guides everything we do as city leaders. I am confident that with your fresh perspective and passion, we will make great strides toward achieving that vision.

This handbook is designed to provide information regarding the onboarding process, the operation of our local government, and the general operating policies for elected officials to aid in your efforts to fulfill the City's mission.

Again, thank you for dedicating your time and talents to serving our great City. I sincerely hope you find your experience to be rewarding.

Scott J. Lund
Mayor, City of Fridley



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Purpose

This handbook is designed to serve as a guide to general policies and procedures that apply to Councilmembers for the City of Fridley (City). As a new member, it is recommended that you review the City's mission and any current goals, as well as agendas and minutes from recent meetings, to see what issues have been under consideration.

While attempting not to be overly restrictive, procedures are established so that expectations and practices can be clearly articulated to guide members in their actions. This handbook provides a summary of important aspects of activities and how they relate to the City as a whole. However, it does not incorporate all material and information necessary for undertaking the business of the Fridley City Council (the Council).

For the purpose of this manual, Councilmember and the Council mean the four individual Councilmembers and the Mayor, unless specified otherwise.

Roles and Responsibilities

Form of Government

The City's governing document is the Charter. The Council acts as the policy making and legislative body; while the City Manager is responsible for the day-to-day administration of the City, known as a council-manager form of government. Residents of Fridley are represented by the Mayor and four Councilmembers.

Role of Mayor

The Mayor presides at all official meetings and generally ensures that the Council reviews and acts upon the items on the agenda. The Mayor should ensure that decisions are made in a timely manner, yet be careful not to limit discussion--assuring that both members of the public and Councilmembers have an opportunity to be heard.

Responsibilities of the Mayor:

- Chair all Council meetings.
- Represent the City at ceremonial events.
- Emergency leader under conditions of martial law.
- Executes resolutions, ordinances, contracts, etc., on behalf of City.
- Acts as the focal point for many citizen inquiries and complaints.

During a public meeting, the Mayor is also the person vested with authority to:

- Call a meeting to order and propose adjournment.
- Recognize and call upon speakers.
- Call for debate and vote on motions.
- Clarify or request clarifications of motions made by members.
- Rule motions out of order.
- Interpret and enforce any meeting management bylaws or rules of procedure.
- Call members to order if they disregard rules of procedure or decorum for the meeting.

An effective Mayor also:

- Solicits discussion and opinions from all members.
- Does not allow personal attacks.
- Keeps the discussion focused on the issue.
- Builds trust through fairness to all the participants.

Role of the Councilmember

Councilmembers play a crucial role in shaping the future of the City, making decisions that impact residents, businesses, and the overall community. Each member contributes to the collective decision-making process, ensuring that the City's best interests are always at the forefront.

Responsibilities of the Council:

- Participate actively in all Council meetings, ensuring a thorough review and discussion of agenda items.
- Represent and advocate for the interests of their constituents on various boards and local committees.
- Represent the City at ceremonial events.
- Collaborate with other governmental agencies and organizations on projects and initiatives that benefit the City.
- Review, revise, and approve City ordinances, policies, and budgets.
- Engage with the community, listening to their concerns and feedback.
- Support and oversee the execution of City projects and initiatives.

During public meetings, Councilmembers are also expected to:

- Respectfully debate and discuss agenda items, ensuring a comprehensive understanding of each issue.
- Propose, support, or oppose motions based on informed judgment and the best interests of the City.
- Abide by the rules of procedure and meeting decorum.
- Engage constructively with the public, addressing their concerns and feedback.
- Collaborate with fellow Councilmembers, building a culture of mutual respect and teamwork.

An effective Councilmember also:

- Is well-prepared for meetings, having reviewed all relevant materials.
- Communicates clearly and listens actively.
- Avoids personal biases or conflicts of interest in decision-making.
- Builds trust within the Council and with the community through transparency and fairness.

Commissions

Commissions are standing bodies that can be established by Charter provision, the Code, and/or Statute. Commissioners are appointed by the Council (except for the Charter Commission) to provide ongoing input on major policy areas. Their responsibilities are advisory and include:

- Providing ongoing recommendations to the Council and staff regarding special program areas.
- Identifying issues that the commission believes should be addressed by the Council or staff.
- Providing education and awareness opportunities for residents on policy issues and concerns.

The City has five total commissions consisting of both advisory commissions and governing commissions. Advisory commissions make recommendations to the Council but do not have independent decision-making authority, while authoritative commissions have some level of autonomous authority granted by statute or ordinance. The commissions are separated below based on whether they serve in an advisory or authoritative capacity.

Advisory Commissions:

- **Environmental Quality and Energy Commission:** Advisory commission established by ordinance. The EQEC attempts to provide the Council with accurate information to assist in making and implementing sound environmental policy in such areas as solid waste abatement programming, environmental education, waste reduction and water resource management. The chair and vice-chair are appointed by the commission.
- **Parks and Recreation Commission:** Advisory commission established by ordinance. The PRC was established to provide the comprehensive development of park facilities and a recreational activities program for the well-being of the residents of the City. The chair and vice-chair are appointed by the commission.
- **Planning Commission:** Advisory commission recommended by Statute and established by ordinance. The Planning Commission is responsible for continuous community planning and development of comprehensive goals and policies, including but not limited to land use, housing, environment, parks and recreation, and other related community activities. The chair is appointed by the Council, and the vice-chair is appointed by the commission.
- **Public Arts Commission:** Advisory Commission established by ordinance. The PAC was established to foster the development of the arts, to advise the Council on arts related

matters and to stimulate participation in and appreciation of the arts by residents. The chair and vice-chair are appointed by the commission.

Authoritative Commissions

- **Charter Commission:** Required by Statute as a Home Rule Charter City. Has the authority to review the Charter and makes recommendations for amendments to the Council. Only commission where members are appointed by a District Court Judge. The chair and vice-chair are appointed by the commission.
- **Housing and Redevelopment Authority:** Authorized by Statute and established by ordinance, the HRA is a distinct governmental body consisting of five residents, with its own governing structure and budget, separate from the Council and the City's budget. It has the unique ability to levy taxes. The Mayor appoints the members of the HRA for staggered five-year terms, and the Council approves the appointments. Implements housing rehabilitation programs and redevelopment projects that create new housing opportunities to meet local housing needs. Administers programs that are designed to enlarge the tax base, create jobs, and create vital, attractive businesses in blighted or underdeveloped areas of the City. The City Manager is the Executive Director. The chair and vice-chair are appointed by the commission.

The Council may, by ordinance or resolution, establish and regulate any board or commission, to advise the Council with respect to any City function or activity, to investigate any subject of interest to the City, or to perform quasi-judicial functions. The Council relies on the work of City commissions, and members serve an important role in extending the reach of the democratic process into the community.

City Manager

The City Manager is responsible for the day-to-day management of the City such as, budgeting and planning, personnel, legal issues, economic development and redevelopment, Council meeting preparation and intergovernmental functions. They can be thought of as the chief executive officer. The City Manager participates in the Council Meetings but does not vote.

Councilmembers and citizens rely on the City Manager to provide unbiased and objective information while presenting both sides of an issue and information about long-term consequences. The City Manager supervises the organization through Department Directors. The Mayor and Council determine the employment of the City Manager. Other than the City Manager, the Mayor and Council do not get involved in personnel matters. That is the sole responsibility of the City Manager.

The City Manager acts as the first point of communication between the Council and staff, and as such, should be copied on all communications between them.

Department Directors

City work is divided into six departments with department directors: Community Development, Employee Resources, Finance, Parks and Recreation, Public Safety and Public Works. The Department Directors play an integral role in ensuring the effective and efficient functioning of the City. They provide the specialized knowledge, leadership, and management to translate Council initiatives and priorities into tangible projects and services that benefit the community.

Directors offer both big-picture perspective on their field and expertise in project implementation to deliver results. They supervise and motivate sizable teams, coordinate cross-departmental collaboration, provide technical guidance and oversight to complex initiatives, and optimize City resources.

While staff generally do not take direction from the Council, Department Directors work closely with the Council on City initiatives alongside the City Manager. The Department Directors report directly to the City Manager.

City Attorney

The City contracts legal services to external firms:

- Kennedy & Graven (City Attorney - Civil)
- City of Coon Rapids (City Attorney - Criminal)
- Taft, Stettinius and Hollister, LLP (Bond Council)
- Monroe Moxness Berg (HRA)
- Gregerson, Roscow, Johnson & Nilan, Ltd. (Administrative Hearings).

The City attorney reviews City contracts, provides general legal advice, and attends Council meetings. The City Attorney reports directly to the City Manager. All communication to the City Attorney should be directed through the City Manager.

Staff

City staff, under the direction of the City Manager, are responsible for carrying out the policies and actions of the Council and implementing the programs and services set out in the budget and identified in the Council goals. The City Manager is appointed by the Council. Department Directors and staff members report directly to the City Manager.

The Council works closely with the City Manager. The Council does not have the authority to supervise or direct the work of staff, including the Public Safety Department. Special assignments to staff are made by the City Manager.

Staff may keep the Council apprised of key initiatives through email, copying the City Manager on all communications. Additionally, staff will make recommendations and present on projects during Conference and Regular meetings to provide updates and discuss their work directly with Council.

City Council Overview

Legal Authority and Responsibility

The Minnesota Constitution and various statutes allow cities to create or determine their form of government separate from the municipal governing plans in State law, known as Home Rule Charter Cities. The City of Fridley is a Home Rule Charter City and the powers of the Council are governed by the Charter.

Councilmembers derive their authority and responsibility from their role as members of the City's governing body. To ensure effective governance, each member should be well-informed about the proposals presented, understanding their implications and potential consequences. The Council's actions must adhere to the powers and limitations outlined in the Charter, ensuring that the City legally fulfills the conditions necessary for each action.

The Charter outlines various responsibilities for the Council, including (but not limited to):

- Adopting ordinances, resolutions, and regulations that align with the City's objectives and the welfare of its residents.
- Approving the City's budget and overseeing financial matters.
- Ensuring the proper management and operation of public utilities and services.
- Overseeing land use and zoning within the City.

Councilmembers are nonpartisan and all actions taken should prioritize the public's welfare. Councilmembers are generally not held personally liable for decisions made in good faith, even if they result from an error in judgment. However, deliberate violations of clear legal prohibitions can result in liability.

When considering actions, Councilmembers should familiarize themselves with their responsibilities and powers as outlined in the Charter. It's essential to act transparently, honestly, and in good faith, following all legal and Charter requirements. When uncertain about the legality of an action or procedure, it's always prudent to consult with City staff.

The City Charter

The Charter Commission consists of fifteen members who are appointed by the District Court. The purpose of the Charter Commission is to serve as custodians of the Charter in accordance with State laws to ensure that the Charter is an effective and workable document that will benefit residents in overseeing City operations and expenditures. The Charter Commission meets approximately eight times per year to review the Charter and makes recommendations for amendments.

The Charter is the cornerstone document that defines Fridley's governmental structure and operational guidelines. Originally established 1957 the Charter lays out key elements such as the composition of the Council, election procedures and the roles and responsibilities of the City

Manager. It also addresses budgetary considerations, taxation issues and public utilities management.

As a Councilmember, it's crucial to understand that Fridley has an active Charter Commission. This Commission holds a unique and long-standing relationship with the Council, influencing a range of matters from legislative actions to operational guidelines.

Duties of the Council

Per the Charter, the Council consists of the Mayor and four Councilmembers. They are responsible for setting the policies for the operation of the City. The Council's primary roles and powers are to:

- Acquisition of Property – Has the power to acquire property for public purposes through means like eminent domain.
- Advocacy - Advocate for the City at the county, state and federal levels.
- Appointments - Appoints personnel like the city manager, police and fire chiefs, city attorney, and members of boards and commissions.
- Contracts - Approves bids and enters into contracts on behalf of the City for services and purchases.
- Elections - Enables local candidate elections, usually through an elections office by allocating budget authority for City staff to conduct elections, appointing Election Judges and certifying election results.
- Land use Planning – Approves or denies proposals for zoning changes, subdivisions, conditional use permits, and other land use items.
- Levying Taxes – Empowered to levy taxes as per the Charter and Minnesota state laws to raise revenue for the City. An annual public Truth-in-Taxation meeting is held to discuss City spending.
- Licensing - Grant various business, alcohol, taxi, and other licenses within the city limits.
- Pass ordinances, resolutions, and regulations – Power to adopt local laws and policies to govern the City, provided they do not conflict with state or federal laws.
- Liaison Role - Serve as the City's representative on various local boards, actively advocating for and protecting the City's interests. This role entails the important responsibility of communicating key board decisions to City staff during conference meetings, ensuring that the City is informed of outside influences that could affect City goals and services.
- Preparing and Approving the Budget - Responsible for approving the City's annual budget, including expenditures and revenue sources. They have taxation powers through franchisees. A franchise in this context refers to a special privilege or right granted by the city, often related to utility services, which may include taxation or fee collection.
- Public Improvements - Initiates and approves new public works projects like parks, streets, utilities, public buildings and facilities.

Be an Effective Councilmember

Stepping into your first Council meeting is often a blend of excitement and uncertainty. You might find yourself pondering over the right protocols, what to say, and how best to contribute. This section aims to alleviate those initial concerns while setting you on a path to excel in your role for the betterment of the City. It lays out key practices and guidelines that serve dual purposes: enabling you to make informed decisions and ensuring that both you and the City operate within legal boundaries. The essence of being an effective Councilmember lies in being prepared, listening actively and contributing thoughtfully to discussions.

Participation

Councilmembers benefit through participation and discussion of all members. A quorum (or majority) of the body is necessary to conduct official business. Members are expected and encouraged to attend all meetings as the regular attendance of Councilmembers is necessary for the most effective performance of government. If a Councilmember must miss a meeting or meetings because of an extended business trip, vacation, illness or long-term leave, the member should advise the City Manager before the scheduled meeting(s).

Quorum

A quorum is the minimum number of Councilmembers required to conduct official business, as stipulated in the City Charter and State law. It's crucial for decision-making and gives legal validity to the Council's actions. Usually, a quorum is achieved when more than half (three or more) of the Councilmembers are present. The City Clerk will post a notice whenever a quorum is expected, even if official business isn't on the agenda, to maintain transparency and avoid potential violations.

To avoid quorum violations, always be mindful of attendance numbers and consult with City staff if you are unsure.

Examples when a quorum may be noticed even though no official business is being conducted:

- Three or more Councilmembers are attending the same wedding.
- Three or more Councilmembers are planning to have dinner together.
- Three or more Councilmembers are appearing at a community event like business opening or award ceremony.

Conflict of Interest

State law, the Charter and Code prohibit public officials from having a personal financial interest in a sale, lease or contract they are authorized to make in their official capacity. The Council must avoid actions that might give the appearance of impropriety or a conflict of interest. They must not use their position to gain privileges or special treatment.

If there is a conflict of interest on an issue, that member must abstain from discussion or voting on the issue.

If Councilmembers have any question about a possible conflict of interest, they should contact the City Manager.

Standards of Appearance

All Council meetings are open public meetings where members of the public are welcome to attend. They are also televised on Fridley City TV and recorded. Therefore, it is important that a professional appearance be maintained.

Communication

As a Councilmember, while it may uncommon, there could be occasions where you are approached by the media for an interview or a public comment. When communicating any information, it is essential to ensure that it is accurate, timely, and professional to maintain the City's credibility.

If you ever find yourself contacted for a media interview or statement, it is generally recommended to consult with the City Manager for guidance, who may then consult with the City's Communication and Engagement Division. You represent the City in every capacity, and your words and actions reflect the City's interests and values.

Councilmembers can be called upon to communicate with the general public and stakeholders via a wide variety of channels including social media. Many members use social media in various ways. However, the 'personal' style of social media can make it difficult to draw the line between public/professional and private use. As an ambassador of the City, it is important to remember that your statements and opinions must remain personal and cannot be regarded as representing the City's official position. Please consider this when posting on social media on topics that could be related to your work with the City and do not give the impression that you are speaking on behalf of the City, or board/ commission. Exercise good judgment and remember that even when you write in your personal capacity, you are still a board/ commission member.

General tips for effective communication include:

- Keep your messages concise. Focus on a couple of main points and avoid rambling.
- Be mindful of your tone and voice. It can influence how your message is received.
- Use clear and straightforward language. Avoid jargon or overly technical terms.
- Always stay authentic and true to yourself. Positivity and optimism can go a long way.

Code of Conduct and Principles

Councilmembers should be held to a high standard of conduct and responsibility due to the nature of their duties and responsibilities. The proper operation of democratic government requires that Councilmembers be independent, impartial and responsible to the people that government decisions and policy be made through the proper channels of the government

structure; that public office not be used for personal financial gain; and that the public have confidence in the integrity of its government.

In recognition of these goals and pursuant to Minnesota Statute § 471.895, the Ethics chapter of the Code and the Charter, there is hereby established a Code of Conduct for public officials of the City. The purpose of this Code of Conduct is to establish ethical standards of conduct for all Councilmembers while acting in their official capacity representing the City by setting forth those acts or actions that are incompatible with the best interests of the City.

The following principles help ensure that the Council operates with the maximum of efficiency and effectiveness and meet the Code of Conduct:

- Members should attend meetings.
- Members are encouraged to respect the decision-making process and any decisions made by the group. Each individual member should respect the official position or action of the Council.
- If you are going to miss a meeting, contact the City Manager prior to the meeting. This helps ensure that the Council will have a quorum at the meeting.
- Any written or e-mail communications to members must be sent to the City Manager for distribution in accordance with the State law.
- Issues and decisions should be openly discussed at meetings.
- No member shall expect or seek special consideration or influence based upon their position.
- It is prohibited for an elected official to receive a gift from an interested person pursuant to Minn. Stat. § 471.895.

Data Practices

Minnesota Statutes, Chapter 13, known as Minnesota Government Data Practices Act (MGDPA), and Chapter 12 of the Charter govern all data collected, created, received, maintained, or disseminated by the City. Generally, the MGDPA presumes that all Government Data are public unless a State or Federal law says differently. The City's Data Practices Policy is available online.

Staff, commissioners, and the Council should presume all documents, notes, and messages created or maintained in the course of their work, or stored on their devices, will be subject to release if requested.

The City Manager has been designated as the City's Responsible Authority and has designated the City Clerk to be responsible for administering the MGDPA. No employee or elected official of the City may release any private or confidential data to any person except for the City Clerk or a designee. To err on the side of caution, all data practices requests should be forwarded to the City Clerk for processing as the Data Practices Act requires understanding to successfully respond to requests.

Compensation and Reimbursement

Councilmembers' compensation is determined by the Charter, though adjustments can be made according to the statutory procedure. For specific details on compensation, members should consult with the Employee Resource Director. For detailed guidelines on allowable expenses, reimbursement rates, and processes, refer to the City's official reimbursement policy.

Councilmembers may occasionally attend conferences, seminars, or other events that align with their roles. Participation in conferences is encouraged to gain insights into local government issues. Reimbursement is available for work-related travel, meals, lodging, and other necessary expenses, consistent with budget authorization. If planning to attend an event, coordinate with the City Manager to ensure budget availability.

For out-of-City travel, use the City's reimbursement policy. Always use the City's "Travel Expense Voucher" claim form, accompanied by required receipts. Overnight or out-of-state work-related travel requires prior approval. Reimbursement may cover travel, meals, lodging, and other incidental expenses within set limitations.

Councilmembers are ambassadors of the City. Ensuring transparency and adherence to these guidelines strengthens the trust between the Council and the community.

Meetings and Meeting Procedure

The Council typically meets on the second and fourth Monday of each month. The Council has a Conference Meeting on meeting nights from 5:30-7:00 p.m. These meetings have an agenda and are used to allow additional presentations, extensive review and in-depth discussion of an issue. No formal action or vote is taken. If formal action is required, the issue will be added to the regular Council meeting at a later date.

The Council meeting begins at 7:00 p.m. Meetings can be anywhere to 30 minutes to several hours. These meetings have a separate agenda from the conference meetings. These meetings are used to take formal action on agenda items and issues on behalf of the City.

Special Meetings may occasionally be called by the Council. If this occurs, the City will issue a public notice and produce an agenda.

The City Manager is present at every meeting to help answer questions the Council has on any agenda items. The City Attorney is present when required at the discretion of the City Manager.

Parliamentary Procedures

The Council follows Rosenberg's Rules of Order at regular City Council Meetings. Parliamentary procedure is simply considered as a set of guidelines used to assure that a meeting goes smoothly and fairly. It is used to facilitate a group coming to a majority decision when there are differing points of view. A detailed list of procedures can be found in Rosenberg's Rules of Order.

Agenda

The agendas for the conference and regular meetings of the Council are determined by the City Manager and prepared by the City Clerk then provided to the Council no later than the Thursday before the regular Council and Conference meetings. The Council agenda outlines the topics or items of business that will be introduced, discussed and acted upon at each meeting. The Conference meeting agenda outlines the topics or items that will be discussed—no formal action is taken at conference meetings.

Staff add items to the agenda that require the Council's approval. If Councilmembers want to add an item to the agenda, they should advise the City Manager of items they wish to have added. Once the agenda has been sent to the Council along with the accompanying packet material, no item is added or deleted prior to the Council meeting. The agenda may be amended at the beginning of the Council meeting to include any additional items or to delete any item from the agenda.

The standard order of business on the City Council regular meeting agenda is as follows:

Proposed Consent Agenda: The Consent Agenda is a process used to make quick decisions on routine and non-controversial issues. These items may be approved in one blanket motion upon unanimous consent. Any Councilmember, staff member, or member of the public may request that any item be withdrawn for separate consideration. The City Manager determines what goes on the consent agenda using the Consent Agenda Rules found in Resolution 1995-01. Examples of items on the consent agenda are:

- Approve meeting minutes of last Council meeting.
- Receive meeting minutes of City Council conference meeting and the commission meetings (various).
- Resolutions to accept grant funding.
- Resolutions to approve issuance of special use and interim use permits.
- Resolution to schedule a public hearing.

Open Forum/Visitors: Open Forum allows the public to address the Council on subjects that are not on the Regular Agenda. The Council may take action, reply or give direction to staff.

Proposed Regular Agenda: These items are proposed for the Council's consideration. All items will have a presentation from City staff, and will be discussed and considered by the Council for approval by vote through separate motions.

Public Hearing(s): Items under the public hearing section allow members of the public to address the Council on items that are required to have a public hearing. Common public hearings are for property assessments, the yearly levy, changes to ordinances, and major Public Works projects. Council will call the public hearing, take public comment, then close the public hearing. Once the public hearing is closed, the Council may vote on passing the proposed resolution.

Informal Status Reports: An opportunity for staff to update the Council on upcoming events and on staff activities as requested by the Council. Typically, these activities are in preliminary stages and not ready for formal resolution or ordinance.

Open Meeting Law

All of the meetings of the Council are open to the public and subject to the Open Meeting Law (Minnesota Statutes, Chapter 13D). A meeting is defined as the convening of members of a governmental body for the purpose of exercising the responsibility, authority, power or duties delegated to that body. A meeting is subject to the open meeting law whenever the governmental body meets for official purposes. A meeting does not include social or chance gatherings not intended to avoid the law. When three or more Councilmembers are present at a meeting, it is considered a quorum and therefore a meeting for official purposes.

The purpose of the law is to:

- Prohibit action from being taken at a secret meeting where the interested public cannot be fully informed of the decision of the public body;
- Ensures the public's right to be informed; and
- Gives the public an opportunity to present its views.

Any communication (including emails or other electronic communication) between some or all of the Council could potentially be considered a public meeting.

If you have information or any type of communication that you would like to share with other members, it is recommended that it be sent to the City Manager, who may then forward it for review and discussion at a public meeting. The Open Meeting law does not preclude an individual member from contacting the City Manager regarding questions or concerns, or seeking further information on topics or agenda items.

In any meeting which must be open to the public, the City must make at least one copy of any printed material available in the meeting room for public inspection. This applies to any printed material prepared by the City and distributed or made available to all members of the Council. This requirement does not apply to materials that are classified as other than public under the Government Data Practices Act.

The exception to the Open Meeting Law is "Closed Meetings." Closed Meetings are publicly sensitive issues related to

- Employee labor negotiations.
- Ongoing or imminent litigation involving the City as a legal party.
- Employee performance reviews on positions appointed directly by the Council.
- To review confidential appraisal reports or to develop or consider offers for the acquisition or sale of real property

State law requires the media and other interested parties to be notified of Executive Session dates and times, and a brief synopsis given concerning the issues discussed.

Public Notice

The Open Meeting Law (Minnesota Statutes, Chapter 13D) requires public bodies to establish a schedule for regular meetings and keep that schedule on file at its primary offices (i.e., City Hall). If the body changes the time or location from the regular meeting schedule, advance notice must be provided.

Minutes and Records of City Council Meetings

Open Meeting Law (Section 13D.01, subdivision 4) requires public bodies to record and maintain votes of its members. Minutes of each City Council meeting should comprise a summary of the proceedings, including who makes and seconds the motions and the results thereof. The minutes serve as a permanent record of the Council's actions, discussion, and opinions, and are forwarded to the City Manager's office for public distribution and used as input and background for Council decisions.

Minutes are taken by an off-site minute-taking service and are incorporated into the next Council agenda packet for approval. It is important for Councilmembers to closely review minutes and make corrections if needed so the approved minutes accurately reflect the work of the Council. Corrections to minutes should be made at the meeting when the minutes are brought forward for adoption. Corrections require a motion, a second, and a majority vote, and if approved, are noted in the minutes of the current meeting. Any changes to the draft minutes approved by the Council should be reflected in the minutes for the meeting at which the corrections are made.

In addition to the written minutes, all regular Council meetings are recorded, shown live, and replayed on the City's cable station. While the recordings are not an official record of the Council meeting, they are retained for 20 years, after which time they may be destroyed, pursuant to the City's Public Meetings Minutes Policy. Copies of the recordings are available for Council, staff, and public viewing upon request.

Duties at First Meeting of Council

The Council performs several specific duties at the first meeting of the new year:

- Any Councilmember elected to office in the preceding year's General Election is given the Oath of Office by the City Clerk or a presiding judge of the District Court.
- The Council must designate an Official Publication where the City will publish required public notices.
- The Council must designate an official depository for the cash funds of the City.

Ordinances, Resolutions, Motions and Public Hearings

Ordinances: These are local laws enacted by the Council. They typically regulate individuals or property, set permanent rules for City procedures, or provide penalties for violations. For any

action that has long-term implications or requires legal enforcement, an ordinance is generally adopted. May require a public hearing.

Resolutions: These are actions of a temporary or administrative nature. They often address routine actions in the conduct of the City's business, such as ordering assessments, letting of contracts, and other similar actions. May require a public hearing.

Motions: Typically used for procedural matters within a Council meeting, motions bring specific questions or topics before the Council for deliberation and typically require a simple majority vote for approval.

Public Hearing: A meeting, or portion of a meeting, that enables the public to speak upon a specific subject matter.

Relationship of Ordinances to State Law: Local ordinances must be consistent with state laws covering the same subject. While a city can often establish stricter regulations, it cannot be more lenient than the state statutes. Additionally, there are some areas where state law pre-empts local legislation, meaning the City can't legislate on that specific subject. In instances where local ordinances mirror state laws, it's usually for the sake of clarity and coherence in local governance.

Requirements for Adopting Ordinances: The Fridley City Charter outlines the specific requirements for the passage of ordinances. This often includes certain timeframes between introduction and adoption, a minimum number of Councilmembers needed for approval, and the necessity for publication in the official newspaper before the ordinance takes effect.

Requirements for Adopting Resolutions: Unlike ordinances, resolutions generally have fewer formal requirements for passage. They must, however, be documented in the official meeting minutes. In Fridley, the simple majority vote of all Councilmembers present is typically required to pass a resolution.

It is important to note that while terminology matters, the essence of the action dictates whether it is an ordinance or resolution. The Council cannot simply rename an ordinance as a resolution to bypass procedural requirements. Any uncertainties regarding the classification of legislative actions should be clarified with the City Clerk.

Engaging with the Public

Councilmembers serve as the link between citizens and their local government. Through various channels such as mail, telephone, face-to-face interactions, and electronic means, they facilitate a crucial two-way exchange of information. On one hand, Councilmembers are often the first point of contact for citizens who wish to express concerns, seek assistance or provide recommendations for policy. It is essential that Councilmembers handle these interactions with tact and professionalism to maintain positive relationships and foster citizen support for the government.

On the other hand, Councilmembers also play a key role in disseminating information about City programs and policies to the public. By educating citizens about the inner workings of local government and the rationale behind City policies, Councilmembers can help build understanding and support for the City's initiatives. When citizens have questions or concerns that require further attention, Councilmembers should promptly communicate these matters to the City Manager. By actively engaging in this two-way communication process, Councilmembers contribute to creating a more harmonious and cooperative atmosphere for conducting government business.

Engagement Recommendations:

Events outside of Council meetings are often effective and meaningful ways to connect with residents in a less formal manner. However, Councilmembers must be mindful of Open Meeting Laws. Such external events should be deemed "listening sessions" as an opportunity for the public to share sentiments and feedback for the Councilmember to relay to the Council in its deliberations.

If a Councilmember would like to schedule an event, they should:

1. **Inform the City Manager.** This gives staff time to notify residents of this opportunity, ensuring equal access for all and ensure that all regulatory and Open Meeting Law requirements are met.
2. **Inform their fellow Councilmembers.** This gives other Councilmembers a professional and courteous notice that an event will take place.

Councilmembers should use these opportunities to:

- **Listen** to constituents' concerns and ideas.
- **Encourage** residents to attend Council meetings and participate in the public decision-making process.
- **Collaborate** with the City Manager to ensure that constituents' concerns and ideas are addressed through staff and in accordance with established policies and procedures.

Councilmember should avoid these actions:

- Making promises or commitments on behalf of the Council or City.
- Discussing confidential or sensitive information, and redirect conversations to appropriate public forums.
- Directing staff or making specific requests outside of the established protocol (i.e., via the City Manager).
- Campaigning for re-election. Councilmembers should keep a separation between their official duties and any campaign activities.

By following these guidelines, Councilmembers can effectively engage with the public outside of formal Council meetings while maintaining transparency, upholding ethical responsibilities and encouraging active participation in the local government decision-making process.

City Council Appointments

Councilmembers are appointed to represent the City on various local boards and committees to act as liaisons for the City. The first resolution of every year appoints members to these boards/committees.

Boards in City

Anoka County Fire Protection Council: The mission of the Governor's Council on Fire Prevention and Control is to provide a focal point for the exchange of information, to develop the best possible fire education, protection and prevention services for the people of Minnesota, and to coordinate the delivery of this information.

Anoka County Joint Law Enforcement Council: The Joint Law Enforcement Council (JLEC) is a joint powers entity established in 1970 to improve the efficiency and effectiveness of law enforcement in Anoka County. The JLEC includes among its membership every municipal chief of police in the county; one selectee representative for each municipality with a police department; as well as (6) county representatives, including two county commissioners; the County Attorney; the Sheriff; and two elected municipal representatives from the cities that contract with the Sheriff for law enforcement services.

League of Minnesota Cities: The League of Minnesota Cities is a membership association dedicated to promoting excellence in local government. The League, governed by a Board of Directors consisting of locally elected and appointed city officials, serves its more than 800 member cities through advocacy, education and training, policy development, risk management, and other services.

Metro Cities: The Association of Metropolitan Municipalities is a membership organization representing cities in the seven-county metropolitan area at the Legislature, Executive Branch and Metropolitan Council. It is the only metro-wide entity that monitors regional and advocates for cities at the Metropolitan Council and that represents the interests of metro area cities at the state levels of government.

Mississippi Watershed Management Organization (MWMO): Works to protect and improve water quality, habitat and natural resources in an urban watershed that drains directly into the Mississippi River. We are a joint-powers local government unit and one of approximately three dozen watershed organizations in the Twin Cities metropolitan area.

North Metro Mayors Association: The mission of North Metro Mayors Association (NMMA) is to initiate actions, provide leadership, and commit the resources necessary to ensure the equitable distribution of quality development and redevelopment, shared tax resources, and uniform investment in both public and private facilities throughout the metropolitan area.

Northstar Corridor Development Authority: Created in 1997 to analyze the feasibility and environmental impacts of integrated transportation improvements along the U.S. Highway 10 corridor and develop a commuter rail project in the Northstar Corridor.

School District No. 13 – Columbia Heights: District 13 serves the communities of Columbia Heights, South Fridley and Hilltop, Minnesota.

School District No. 14 – Fridley: District 14 serves the central area of the City of Fridley with two elementary schools, a middle school, and a high school.

School District No. 16 – Spring Lake Park: District 16 serves about 6,200 students from the suburbs of Blaine, North Fridley and Spring Lake Park.

Twin Cities Gateway: A destination management organization that promotes meetings and conventions, sports, events, and travel in Fridley and surrounding cities.

Appendix and Other Resources

[League of Minnesota Cities – Resources for Newly Elected Officials](#)

[Minnesota Mayors Handbook](#)

[Data Practices](#)

[Open Meeting Law](#)

[City Code and Charter](#)

[Consent Agenda Rules](#)

[Rosenburg’s Rule of Order](#)

Committee Meeting Calendar

New Hire Welcome Packet

Financial Management Policy



AGENDA REPORT

Meeting Date: May 31, 2024

Meeting Type: Public Arts Commission

Submitted By: Scott Hickok, Community Development Director

Title

TEDx Talk -Jack Becker

Background

[Frank Sedzielarz] *In our earlier task force meetings, we took time to look at examples of public art, and have presentations on how programs were developed in nearby communities. I think this was time well spent in bringing our group up to date on the kinds of things that have been done, and what we might do in the future.*

I hope we have time in future meetings to continue viewing such presentations. I'd like to suggest that we view the following TED Talks video, Public Art as a Community building strategy:

https://youtu.be/0Kz5IrDtOfw?si=BBWJgvStfoGTY_S4

The presentation is given by Jack Becker, a local artist, arts organizer, and consultant who has worked in the Twin Cities for over 40 years and also prepared an early response to Fridley, as we looked at a Public Art Initiative in Fridley.

If time permits, I will be set up to share this presentation.

Financial Impact

Absorbed

Recommendation

Review if time permits.

Attachments and Other Resources

- Jack Becker's 2017 Report for Fridley

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Forecast Public Art

Fridley Civic Campus Public Art Overlay Map

Draft Feb. 2, 2017

Introduction

In September 2016, the City of Fridley hired Forecast Public Art, a Twin Cities-based nonprofit, to perform a site analysis of its planned Civic Campus project and identify key opportunities for integrating or adding public art to the project. In addition to visiting the site and meeting with the architects, Jack Becker, Forecast's lead consultant, reviewed plans for the buildings and the surrounding campus. He created a Public Art Overlay Map, identifying several opportunities for public art, and drafted the following document to serve as a guide to implement public art programming at the site.

Vision Statement

The Fridley Civic Campus is meant to be accessible to—and used by—all Fridley residents, including people of all ages, backgrounds, and ethnic origins. ***Arts and cultural programming at Fridley's Civic Campus, with a focus on public art, will reinforce the city's identity as a welcoming place that cares about the community, the environment, and culture.*** Strategically planned and developed public art projects and programming at the Civic Campus should celebrate its proximity to nature and serve as a transition between the busy urban environment of University Avenue and the tranquil Rice Creek area (and trails), one of the city's valued amenities. At least one project should honor the history of the site as the home of the Columbia Arena, a renowned and beloved cultural facility.

Program Overview

The creation of this bold new civic campus for the City of Fridley offers the potential to establish a central core for the entire city, a suburban city that has long lacked a geographical focal point, a civic commons. Designed by BKV Group, it features a city hall, public safety facility, fire station, public works facility, parking areas, a pond, a multiuse plaza and amphitheater, and walkways inviting strolling throughout the site. Future adjacent private development will bring dozens of residential units to the site, as well as some commercial space.

BKV Group's sensitive design honors nature through the use of natural materials, plantings, the inclusion of a storm water pond, and the scaling of building mass. The sprawling 33 acre site lends itself to exploration and relaxation. In addition to commissioning integrated, custom-designed artworks throughout the built environment, Forecast recommends that the City of Fridley support indoor and outdoor opportunities for temporary art installations and art activities at key locations. Across University, the Community Park offers recreational fields and facilities that complement the Civic Campus. This area may be taken into account for expanded programming in the future.

Long term, the civic campus and accompanying private development should be seen as phase one of the development of a larger urban core for the city of Fridley. Connecting with the

Community Park via an attractive pedestrian bridge should be considered, along with targeted in-fill development along University to augment the limited commercial and retail offerings provided at the Civic Campus.

List of Opportunities (corresponding with numbers on Overlay Map)

1. New Cell Tower Design

- If a new tower is being installed on the site, or the old tower is being moved to a site that is highly visible within the campus, it is desirable to have it be as attractive as possible. What are the opportunities for painting the tower, adding fabric banners to it, or having some type of sculptural elements added to make it unique, or say something about the Fridley community? (Task: Identify contact with Cell tower owner and set meeting to discuss. Perhaps they would pay for artistic treatment as a community PR strategy. The cost for this would vary, depending on the options available.) Priority: HIGH



2. Exhibition Space in City Hall

- The walls and floor space can be easily retrofitted to accommodate artworks displayed on a rotating basis. Having plywood backing on the walls, and track lighting would enable a wide variety of exhibit types. Providing a few pedestals or plexi-covered cases would allow for 3D works to be displayed, such as ceramics, small sculptures, etc. (Task: Request design modifications from BKV to maximize display areas, including adding a movable wall unit. The cost for lights and display cases would range from \$5,000-\$8,000.) Priority: HIGH



3. Exterior mural for City Hall (Glass Art or Mural for Council Chambers)

- This site, facing University Avenue, offers the greatest potential to reach a high volume of audiences driving by City Hall, as well as create a welcoming face on the new building. This 20x50 foot surface (with adequate lighting for night viewing), could be designed, fabricated and installed in conjunction with the building construction, and be in place in time for the building opening. The advantages of glass art include high impact, both inside and outside, and virtually no maintenance. Involving community input during the design phase could be part of the criteria. (Task: the art glass mural, if designed in advance, can replace all or some of the windows planned, and that budget could be applied toward the art glass budget. The cost could range from \$40,000 to \$100,000, depending on the surface area utilizing specialty glass). Priority: HIGH (alternative is to apply translucent colored vinyl art to the standard windows once they are installed.)



4. Street art/ street painting for plaza

- The exterior plaza surface behind City Hall—which doubles as overflow parking— and the stage area adjacent to the pond offer an unusual “canvas” for creative treatment. The ground surface could be painted with paints used to stripe streetscapes, which is low cost and long lasting. It could also be used for street painting festivals, using washable tempura paints or chalks. The design criteria could include removability for future flexibility of the site. (Task: Develop Call for artists inviting ideas, if approved. The budget could range from \$5,000 - \$15,000. It could be organized as a community street painting festival with lead artists overseeing). Priority: LOW



5. Floating Fountain (main pool)

- The main pool of the ponds is highly visible and will become a focal point of the campus. A water feature that floats in the middle of the pond and spray water, moves in the wind, and includes lighting or kinetic movement would be a big attraction. The sculpture could also include a bubbler to help oxygenate the pond. (Task: Develop RFQ for sculpture commission. The cost would range from \$35,000-50,000). Priority: MEDIUM



6. Seating Elements (10-20 benches)

- A key art opportunity to add art and meet functional needs of the site is commissioning artists to design and build benches or seating elements that instantly add charm, whimsy and character to the civic campus. Criteria could include inspiring “selfies” so visitors take photos and share them via social media. (Task: Develop Call for Artists, with details about materials, criteria, and locations. The cost per bench is about \$8,000, including installation. A lower cost alternative is to purchase benches that can be painted by artists.) Priority: HIGH (seating decision is needed soon by BKV).



7. Art Wall (replacing cedar fencing)

- The screen wall surrounding the Public Works facility offers an opportunity to provide an artistic enhancement on a structure that will be built as part of the construction. One option is to replace the cedar fencing with a wire mesh fence that can be augmented by artists, using fabric, metals, lighting, and even recycled materials from the public works facility itself. The art could utilize the entire screen wall, or the portion that is most visible to audiences occupying the plaza and amphitheater. (Task: Revise current plan for cedar fence to be replaced with wire mesh screen. Develop Call for Artist, with specifications and criteria. The cost—not including the wall itself—would range from \$10,000-40,000 depending on the scale of the project, materials used, and if lighting is integrated.) Priority: HIGH (if change of materials is desired, BKV needs change order ASAP).



8. Pavilion art /drinking fountain

- A park pavilion is envisioned as an anchor to the campus, adjacent to University Avenue. The design of the pavilion could be standard, as if out of a catalog, or it could be the result of an artist/architect collaboration, and stand out as a symbol of Fridley—a welcoming place that builds community. The structure offers a gathering place, a respite, and an opportunity to tell Fridley's story. A drinking fountain should be considered as an amenity here, reinforcing the pavilion's role as a restorative spot. While funding may not be in place to build the pavilion now, the site can be prepared with power, plumbing and footings, and a design competition could help leverage private sector sponsorship, if desired. (Task: Request BKV prep the site and lay foundation for the future pavilion, assuming a hexagonal or circular pad. Draft an RFQ for a Design Competition, and involve MN AIA in the process. The cost of the design is about \$10,000). Priority: MEDIUM



9. Floating Fountain (small pool)

- The smaller of the two ponds could accommodate a sculptural fountain, a vertical element visible from University Avenue, and provide an additional attraction to visitors. It could complement the floating artwork in the large pond, or provide a contrasting statement. Consider a specialty pump and nozzle to create a vertical jet of water that spurts on a timer that is unpredictable, using fiber optic lighting, increasing its impact during evening hours. (Task: Develop RFQ for sculpture or water jet commission. The cost would range from \$20,000-30,000). Priority: MEDIUM



10. Mosaic/mural on retaining wall of pond

- The design of the ponds includes a two-foot vertical concrete edge that meanders along the water for a considerable distance. Rather than leave the concrete blank and cold, a mosaic treatment could be applied that enlivens the edge of the pond, and inspires walking around the entire site to view it. Beyond colorful and low maintenance, the artwork may consider the use of quotes, a nature theme, or some other inspiration drawn from the history of the site. (Task: Develop RFQ for mosaic commission. The cost would range from \$25,000-30,000). Priority: MEDIUM



11. Grid of poles for lights, sound and planters

- To maximize the potential of the plaza and the amphitheater site, a modest grid of slender poles could be installed that serve multiple functions that enable a broad range of programming on the site. They could provide lighting, sound, hanging planters, and an infrastructure, using cables overhead, for fabric art or banners. The grid, once it's in use, transforms the site into a festive environment, and attracts partner organizations seeking to program on the site. (Task: Request design modifications from BKV to incorporate poles into the site plan and construction documents, including power and sound cabling. These could replace several existing light poles, or be added to lighting system already planned. Once in place, an artist can be hired to create fabric canopy, to be changed out annually. The cost for the pole system would vary depending on how many poles are added to the existing system, plus the cost of wiring, sound system, and related treatments.) Priority: MEDIUM



Implementation Work Plan

- Artist/art selection
 - Early on, Forecast advises the City to engage a consultant in facilitating the process of artist identification and selection, involving a community-based stakeholder group as a Selection Committee. This group of volunteer citizens should include expertise in design, art, community history, the architects, city planner, a City Council representative, and a Fridley resident/community representative.
- Project management
 - While the City does not currently have staff devoted to programming the site, Forecast recommends that the city allocate a modest sum of \$12,000 per year for programming support, and secure non-profit partners in the community to provide programming designed to reach and serve Fridley's broad and

increasingly diverse population. For example, the Banfil Locke Art Center could help organize temporary art exhibits inside city hall. The YMCA could offer yoga classes in the community room, etc.

Phasing art projects over time:

Start-up Phase:

- Determine priority projects and budgets available
- Revise or refine BKV construction documents to accommodate art at key locations
- Engage consultant to manage call for artists and selection process (and assist city with contracting process)
- Host forum for potential programming partners, and based on interest and commitment, develop master calendar and list of support services needed by partners
- Establish protocols for City staff liaison to partner organizations and artists creating works on site.

Commission Phase

- Work with consultant to select artists on specific projects
- Monitor design process, with input from BKV and city engineer, facilities management staff, and city attorney (as needed)
- Monitor fabrication and installation phases for each project
- Develop and implement communications plan for entire art initiative, and for specific projects (work with city staff involved in communications). This may include a dedication event.
- Document process and provide periodic reports to City Council
- Establish maintenance plan for each artwork, with input from artist and conservator

Programming Phase

- Oversee scheduling of art activities and programming based on partnership agreements and master calendar.
- Produce communications template to maximize visibility for each program taking place, including city calendar, and promotional support from partner organizations

Evaluation Phase

- Establish benchmarks and project criteria against which an evaluative process can be structured.
- Engage an outside evaluator to engage periodically with the process, observe and record the steps taken, and ask questions of key stakeholders.
- An evaluative report should be presented to the City Council after the first year, with recommendations regarding what worked, what didn't, what improvements could be made, etc.