



**7:30 a.m. Wednesday, Sept. 12, 2018**  
**West Fargo City Hall**

**Members Attending:** Commission President Bernie Dardis, Commissioner Mark Simmons, Will Foss, Kurtis Karn

**Members Absent:** Gordy Ferkul

**Others Attending:** Melissa Richard, Assistant Chief Jerry Boyer

The meeting was called to order by Commission President Bernie Dardis.

Commissioner Mark Simmons moved to approve the minutes of the Aug. 8, 2018, meeting. Kurtis Karn seconded. No opposition. Motion carried.

The monthly budget report was presented, along with year-to-date tracking of each fund. Commissioner Simmons requested that staff verify a \$10,000 transfer into the fund was included in the 2019 budget and to inquire as to when the transfer would be completed. Will Foss moved to accept the budget report and Kurtis Karn seconded. No opposition. Motion carried.

There were no applications to review.

For new business, Commissioner Simmons provided an update on the formation of West Fargo Events. This includes hiring Lance Johnson as the new plaza coordinator and that the speakers in the plaza were working for West Fest. Commission President Dardis also noted West Fargo Events would be utilized for managing The Lights at Sheyenne 32 plaza and that West Fargo Events would be keeping local tourism and hospitality businesses informed of events in the West Fargo Sports Arena. It was also noted that West Fargo Events board of directors includes two city commission members, two school board members, one park district member and two members-at-large. The committee instructed Melissa Richard to also add West Fargo Events Lance Johnson to the Tourism and Events Committee distribution list to keep the organization informed.

Melissa Richard provided a review of upcoming Tourism and Events projects.

- Due to a lack of staffing resources, Taste of West Fargo did not get planned for September. The group further discussed targeting an October date during a Bison football game to schedule the event.
- Melissa Richard presented an overview of the events and plans for West Fest.
  - Assistant Chief Jerry Boyer began the presentation by requesting on behalf of the West Fargo Police Department to not allow coolers in the street dance due to safety concerns. These concerns included the large presence of children, over consumption liability falls on the city, limits local businesses opportunity, and general issues with alcohol consumption. After a lot of discussion, it was decided that coolers would be allowed in the plaza due to the short notice to change rules. However, the committee discussed attending the street dance and observing the environment to continue the conversation and make a decision about 2019 and moving forward.
  - The committee also instructed Melissa Richard to arrange for tables and chairs in the POW/MIA Plaza for the public to use during the NDSU Bison football game and street dance.
  - Melissa Richard presented that sponsorship advertisements will be ran on the PEG Access Channel during key West Fest events, and the big screen in the plaza will be turned to this channel as a method of promoting the sponsors.
- Melissa Richard presented a brief update on Cruise Night, which will be executed the same as past months except it will end at 8 p.m. instead of 9 p.m.
- The committee also generally discussed the city's annual holiday events – the Arts Social and Tree Lighting party. Tourism and Events Committee will work with West Fargo Events to coordinate the holiday events and ensure there are no overlapping events.

Under non-agenda items, Commission President Dardis introduced the idea of airing the key sporting events for the high school teams on the access channel in the plaza. This would be an opportunity for the booster clubs to run fundraisers for the groups.

No correspondence was presented to review.

Commission President Dardis adjourned the meeting.