



DOWNTOWN SIGNAGE COMMITTEE MEETING

Minutes of the Tuesday, April 12, 2016

Public Works Conference Room, Government Center

The eighteenth meeting of the Downtown Signage Committee was held on April 12th, 2016. Co-Chair Russel Francois convened the meeting at 8:10am joined by co-chair Tricia Stillman. Members present were Thom Jones, Beth Whisman, Carl Teichman, Dave Park, Vicki Tilton and Crystal Howard. Members absent were Kyle Ham, Kyle Boehm and Tom Krieger. City staff present were Steve Rasmussen and Kevin Kothe..

Public Comment was offered with none being made.

A motion was made by Thom to accept the minutes of the February 23rd, seconded by Crystal and passed unanimously.

The following timeframe for the Wayfinding Architect Process was discussed again and it was agreed that this was still the plan:

- April 12th & 26th- Discuss RFQ and Process
- April 27th- Mail RFQ Advertisement
- May 20th- Deadline for Return
- May 24th- Review of Applications (2 Hours)
- June- Conduct Interviews
- July- Make Recommendation to Council

A Draft RFQ for a “Wayfinding Architect” was presented by Kevin Kothe and it was asked that everyone give their input to Kevin by the next meeting. The next meeting will be Tuesday, April 26th, 2016.

Motion to adjourn was made by Chrystal, seconded by Beth, all were in favor and meeting adjourned at 8:50 AM.

