



DOWNTOWN SIGNAGE COMMITTEE MEETING

Minutes of the Tuesday, March 15 , 2016

Public Works Conference Room, Government Center

The seventeenth meeting of the Downtown Signage Committee was held on March 15th, 2016. Co-Chair Russel Francois convened the meeting at 8:10am. Members present were Thom Jones, Beth Whisman, Carl Teichman, Dave Park, Kyle Boehm and Crystal Howard. Members absent were Vicki Tilton 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 Tricia and passed unanimously.

The following timeframe was proposed for the Wayfunding Architect Process:

- 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” is being prepared for next meeting by Kevin Kothe with suggested questions and score sheet.

The next meeting will be Tuesday, April 12th, 2016.

Motion to adjourn was made by Thom, seconded by Dave, all were in favor and meeting adjourned at 9:05 AM.