

ARTWalk 2: Project Design Team
P.I.N. 4754.18
Weekly Meeting Memo
September 18, 2009

BA: Bergmann Associates | SWC: Studio William Cochran | AW: ARTWalk Organization | COR: City of Rochester

1. Action Items / Deliverables / Next Steps

BA:

- send website draft and flow chart to design team
- obtain RGRS numbers
- prepare chart of Jury nominations
- update website with extended deadline for nominations
- send Steve B nomination form
- revise schedule
- sent meeting cancelation fro Steering Committee
- review MAG frontage design with Mark Bayer
- prepare drawings for take line meeting next week
- review and post workshop 4 report

SWC:

- review website docs and provide feedback to BA by Tuesday next week (9/22)
- review cost/maintenance chart provide comments to BA by Tues next week (9/22)
- provide report on educator progress and mosaics RFP at next Friday meeting

AW:

- review website docs and provide feedback to BA by Tuesday next week (9/22)
- review cost/maintenance chart provide comments to BA by Tues next week (9/22)
- prepare summary of past workshop and lecture series event

2. General Comments:

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1. Paul met with MAG to confirm their Art selection process meets TEP application.
2. Paul invited Senator to sit in on meeting this afternoon with Towers
3. BA to update Schedule through December

2. Jury Nomination Forms

1. Hold open until next week
2. Put together table of what has come in

3. Jury Orientation

1. BA to set up schedule



4. Steering Committee Meeting

1. Push to October 5 and cancel meeting for 9/21
2. Present Jury recommendations at that meeting

5. MAG Plaza

1. Coordination with Mark Bayer for frontage has begun.
2. Concern regarding gate being moved to the Prince Street Corner, SHPO coordination will result in a major project delay.
3. The removal and retention of fence along the frontage in different quantities may not be an issue; Bergmann will review the previous correspondence with SHPO and determine the feasibility of the revisions to fence design.
4. Bergmann to review with Mark Bayer.

6. Website Review

1. Email around for comments
2. Send flow chart to group for comments
3. All to send comments by next Wednesday
4. Send beta site around for review

7. Take Line Meeting next week, September 24 or 25.

1. Tom reviewed updated base plans with team
2. Drawings were created from the concept plans displayed at the last meeting
3. Team will be provided with the Base Plans for review and comment.
4. Take Lines will be set next week
5. Bergmann will provide table with taking quantities, and real estate info. for City
6. Bergmann to bring roll plan and plan sheets to meeting

8. Review Cost/Maintenance Chart

1. Review and provide comments by next week 9/22
2. AW to take to AW Board for comments on Maintenance Responsibilities
3. BA to send along to the team for review by Tuesday

9. Educator Meetings

1. Teresa and McKenzie are coordinating on calling people.
2. RFP for Mosaic light poles is to be put together for review next meeting

10. Towers Meeting

1. Agenda: Review meeting findings to date and talk about design to prepare sketched for the design team.
2. BA to bring plans to review with Towers residents.

3. Upcoming work and near term Interim Project deadlines (due within next 4 weeks +/-)

Date	Item Due	Responsibility
Thursday	Lecture Series No.4 – local art on public art	AW



Sept 24		
Oct 5	Steering Committee Meeting	all
Oct 16	50% plans in-house review	BA
	<i>Jury Training (2hour session)</i>	<i>AW</i>
	<i>Jury Deliberation</i>	<i>AW</i>
<i>Thursday October 8</i>	<i>Lecture Series No. 5 – Green tech in art</i>	<i>AW</i>

4. Upcoming Meeting(s)

Sept. 19 Towers Residents Meetings
 Sept. 21 Steering Committee Meeting

5. Project Budget Status / Scope Changes / Additional Services

- Doug Rice staff consultant to Bergmann
- Shawn Dunwoody declined involvement on the design team
- AW to suggest a member to be added to the design team

CC (via email): Tom Lichtenthal, Bergmann Associates
 Mark Johns, Bergmann Associates
 William Cochran, Studio William Cochran
 Teresa Cochran, Studio William Cochran
 Marianne Kroon, Studio William Cochran
 Anne Lovely, ARTWalk Organization

