

UNIVERSITY AVENUE IMPROVEMENTS AND ARTWalk 2 ENHANCEMENTS PROJECT

Steering Committee Meeting

January 6, 2009

Bergmann Offices

MEETING MINUTES

Attendees:

Paul Way, Marjorie Searl, Paul Kramer, Helen Hogan, William Cochran (via phone)
Teresa Cochran (via phone)

The following is a brief summary of the items discussed, decisions reached and action items from this meeting.

1. Steering Committee Members should include representatives from:
 - City
 - Bergmann including Studio William Cochran
 - State DOT
 - ARTWalk
 - MAG
 - RMSC
 - NOTABA
 - NBN Sector 7
 - Arts & Cultural Council
2. Roles of steering committee
 - Facilitate open communication among all members
 - Establishing and monitoring procedures and guidelines
 - Monitoring schedule and deliverables
3. NOTA Stakeholder Group is new name for group that was previously called the Advisory Task Force and Community Based Planning Group.
- 4.
5. Roles of NOTA Stakeholder Group
 - This group will be the sounding board for the community
 - During the detail design of the project the design Team will present options for project elements
 - Stakeholders will make decisions on options presented
 - Stakeholders will carry project details back to their constituents
 - Helen will send out current list of NOTA stakeholders for all to review.
6. ARTWalk will prepare letter identifying the new chairpersons for ARTWalk 2 and new leadership for the ARTWalk organization. Letter will be sent to the Mayor with copies to Elaine Spall, Councilman Pritcher, Sarah Lentini, Chris Zeltman, Gary Stern. AW 2 chairpersons and Helen will meet with Sarah Lentini to present this. Paul Way will contact Gary Stern to update him on the project.
7. Jan 21, 2009 at 8:00 am at MAG will be next NOTA Stakeholder meeting. Tom will provide draft agenda for this meeting. Artist selection and Public Participation process will be not be discussed at this meeting, it will be presented at the February meeting.

ACTION ITEMS:

ARTWalk:

- Prepare reorganization letter
- Meet with Sarah Lentini

Helen Hogan:

- Send steering committee current NOTA Stakeholder members to review
- Send out invites to Jan. 21, 2009 NOTA Stakeholder meeting.
- Meet with Sarah Lentini

Paul Way:

- Call Gary Stern to update him on project

Tom Lichtenthal:

- Prepare steering Committee member list
- Prepare Agenda for NOTA Stakeholder meeting

NEXT MEETING:

January 9, 2009 at Noon at Bergmann Office. Tom will send invite.

The above constitutes our understanding of issues discussed and decisions reached at this meeting. Please notify the undersigned, in writing, with any errors or omissions.

Best regards,

BERGMANN ASSOCIATES



TOM LICHTENTHAL

PROJECT MANAGER

cc: All Steering Committee Members (via email)

SEE. HEAR. FEEL. ART.

ARTWalk²