

MINUTES
AD HOC CITY HALL FRONT COUNTER RECONFIGURATION COMMITTEE MEETING

AUGUST 29, 2016

The Ad Hoc City Hall Front Counter Reconfiguration Committee meeting was called to order at 4:46 p.m. Members present were Donovan Mayer, Neil Herzberg, Jennifer Welling, Alice McColley, Belinda Ludwig, JoLyn Lindquist, and Angel Murdock. Renee Eckerly was absent.

Motion was made by Mayer to approve the minutes of the August 15, 2016 Ad Hoc City Hall Front Counter Reconfiguration Committee meeting. Seconded by Lindquist and unanimously carried.

COMMITTEE MEMBER

Ludwig had contacted Brian Miller to serve on the Committee and Miller stated he is mostly an outside contractor, but would serve if no one else would. Ludwig will contact Ron Mehr and see if he is willing to serve and to come to the next meeting.

BATHROOMS

Brad Mehlhop, Building Official had emailed that one bathroom would work, but would recheck on the occupancy of the Council Chambers. The Committee suggested leaving the bathrooms as is and not decrease to a uni-sex.

FRONT COUNTER POSTS

Brad Mehlhop, Building Official had emailed that the front counter posts are not weight bearing. The Committee suggested removing these as they are blind spots.

FRONT COUNTER REMODEL

The Committee discussed the following and broke it into an immediate need and phase 2:

- Bullet proof glass - immediate
- Panic button - immediate
- Key cards – Phase 2
- Cameras – immediate
- Counter remodel - immediate
- Outdoor back parking lot lighting - immediate

It was suggested not to use Stefan Salmonson and use the money elsewhere.

The next step is to visit some other city halls to see how they are set up and their security. Renee Eckerly will contact other cities for a visit prior to the next meeting.

ELECTRONIC SIGN

Mayer mentioned an electronic message sign and having it be a part of the Committee to research and discuss. After a brief discussion, it was suggested to not pursue an electronic message sign at this time through this Committee.

NEXT MEETING

The next meeting is Monday, September 19, 2016 at 4:30 p.m.

There being no further business, the meeting was adjourned at 5:42 p.m.