

A. INTRODUCTIONS Those present were Maria Walen, Karmen Siirtola, James Froelich, City Administrator Jim Neubauer and Communications Specialist Kari Schmidt. Newly appointed member, Jonathan Hooker, joined the meeting after the minutes were approved.

B. CONSIDER APPROVAL OF MINUTES

1. *Aug. 5, 2024 Minutes.* Walen moved and Siirtola seconded to approve the minutes as presented. Roll Call vote: Aye 3, Nay 0, Absent Gangl & Hooker. The motion passed.

C. NEW BUSINESS

1. *Consider request for Mandan Visitors Electronic Marquee Sign replacement at the east end of Main Street.* Neubauer & Schmidt presented the request for up to \$45,000 from the Visitors Promotion fund for the replacement of the electronic visitors marquee at the east end of Main street. Discussion was held surrounding the history of the sign, the replacement needs and the quotes received. A public bid is not needed. Four quotes were requested, but only three were received by the time of the meeting. Staff recommends upgrading from the 16mm sign to a 10mm sign for better image quality and sticking with the current vendor, Stewart Signs, as the quote for their sign is almost \$15,000 less. Hooker asked why the difference in cost. Schmidt assumed it has to be the sign maker, noting Daktronics vs. Watchfire vs. Atlas. Hooker asked staff to check on the \$6,000 estimate from Stewart Signs for the installation. Neubauer said staff would get a firm number before signing the contract. Siirtola asked about the lifespan. Schmidt explained that the original sign though approved in 2006, wasn't installed until 2009, then was upgraded in 2018, so the lifespan for the sign has stayed the same in recent years. All quotes had a 5-year parts warranty and vendors explained the life spans to be very similar to what 7-8 years we've experienced. Walen moved and Hooker seconded to approve recommending to the City Commission to provide up to \$45,000 from the Visitors Propmotion Fund for the electronic marquee sign replacement at the east end of Main Street. Roll Call vote: Aye 4, Nay 0, Absent Gangl. The motion passed.

D. OTHER BUSINESS

1. *2025 Appointments.* Schmidt shared that applications were sought to fill three openings on the Visitors Committee through an October news release. Three applications were received. Those were forwarded to City Commission as staff recommendations for approval. On Tuesday, Dec. 3, the City Commission approved reappointing Tyler Gangl for a five-year term from 2025-2029; appointing Clint Boyd to a three-year term from 2005-2027; and appointing Jonathan Hooker to fill an unexpired, four-year term from 2024-2027.

E. FUTURE MEETINGS

F. ADJOURN There being no other business to come before the board, the meeting adjourned.