



City of Rock Falls Riverfront Committee Meeting Minutes

Date: 04/30/09 Time Meeting Started: 11:30am Time Meeting Ended: 1:00pm

Members		Also Attended	
Jack Spencer, Chairperson	P		
Keith Grell	P		
Brian Snow	A		
Sandy Henrekin, Representative of RFCDC	P		
Mayor Blanton	P	Gayla Kolb	P
Pam Erby	A	Richard Downey, City Administrator	A
P-Present A-Absent			

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 11:40am	<ul style="list-style-type: none"> • Committee called to order at 11:40am 	No action.
2. Review RFQ's	<ul style="list-style-type: none"> • Discussion on the process—Spencer asked that two things are kept in mind as interviews are conducted: <ul style="list-style-type: none"> ○ Keep an open mind—don't have preconceived opinions based on the reports read. ○ Do not discount a firm on basis of grandiose ideas that could never come to fruition in this area. • Committee members were given copies of 5 points that each firm would be evaluated on during their presentation • Committee prepared 5 questions to ask of each firm • Process after post-interviews <ul style="list-style-type: none"> ○ Discussion ○ Score if needed ○ Come to consensus 	
3. Other Member Discussion Items	<ul style="list-style-type: none"> • Interviews will be held on Tuesday, May 5th @ the RFCDC office. • It was decided that in order to vote on the firm, the committee member will need to at the interviews. 	Next meeting will be posted for May 5 th when interviews will be conducted.
4. Adjournment.	<ul style="list-style-type: none"> • Committee adjourned at 1:00pm. 	Adjourned at 1:00pm.

Gayla Kolb, Recorder, Rock Falls Riverfront Committee