

City of Montgomery  
Government Affairs Committee Minutes  
June 19, 2023

Present

Brian Riblet, City Manager  
Tracy Henao, Asst. City Manager  
Gary Heitkamp, Public Works Director  
Julie Machon, Recreation Director  
Lisa Lorenz, Recreation Specialist  
Matthew Vanderhorst, Community & Information Services Director  
Amy Frederick, Community and Engagement Coordinator  
Connie Gaylor, Clerk of Council

City Council Committee Members Present

Chris Dobrozsi, Chair  
Sasha Naiman

Guest & Resident

Jody Lowe

Council Committee Members Absent

Ron Messer

---

The Government Affairs Committee of Council convened its meeting for April 10, 2023 at 5:00 p.m. with Mr. Dobrozsi presiding.

New Business

New Event Request Discussion

Ms. Lorenz explained that staff is in attendance at the meeting to propose a new event on behalf of the Parks and Recreation Commission. She explained that the new event is named "The Amazing Race of Montgomery." Ms. Lorenz explained that similar to the reality show, the Amazing Race of Montgomery would lead participants to a park or business where there would be a challenge to complete in order to find the next clue that leads to another park or business. She stated that the final location would be the location of a party where a winner would be declared.

Ms. Lorenz explained that the proposed event date is September 30, 2023 from 2:00 to 5:00 p.m., to not interfere with other City events or potential conflicts. The target audience is groups of residents that are friends or family members. The required age for participants is 18 years old.

Ms. Lorenz stated that members of the Parks and Recreation Commission have provided a report that outlines the details of the event to include vision, locations, timeline and estimated costs. Expenses would be minimal and funds in the Parks and Recreation Commission could be utilized. Ms. Lorenz stated that while expected costs are minimal the Parks and Recreation Commission could seek donations from participating businesses to help offset costs.

Mrs. Naiman stated that she loved the idea. She added that as people are often competitive that thought should be given as to how the challenges are fair for everyone but thinks this will be a fun family activity.

Mr. Dobrozsi stated that he also loved the idea and loves that participants will learn about city parks while competing in the event.

Mr. Riblet stated that the new event policy requires a 120 day notice prior to the event and suggested that the Committee make a motion to waive that if they are in favor of the event.

Mrs. Naiman moved to approve the new event and to waive the 120 day notice requirement. Mr. Dobrozsi seconded. The Committee unanimously agreed.

Mr. Dobrozsi asked if the Commission had found that other municipalities had a similar event.

Ms. Lorenz replied that she has arranged around 15 of these events with her prior students and also for private parties.

Ms. Lowe stated that the City of Loveland held a similar event that was sponsored by their businesses.

### Public Works Surplus

Mr. Heitkamp explained that the Public Works Department is requesting that the list of miscellaneous items included in the Committee members' packets be declared as surplus by the Government Affairs Committee. He added that, if approved as surplus, the items will be sold through GovDeals.com.

The Committee reviewed the list of items. Mrs. Naiman made a motion to declare the list as surplus to be sold on the Govdeals.com auction site. Mr. Dobrozsi seconded. The Committee unanimously agreed.

### Montgomery Bulletin and Calendar RFP Discussion

Mr. Vanderhorst explained that the annual contract for the design and printing of the monthly bulletin and annual city calendar expires on October 31, 2023. He stated that due to this, staff conducted a request for proposal (RFP) for the same services. He explained that the City received responses from the following three vendors for publishing the monthly Bulletin and the annual City Calendar. Peerless Printing was also contacted, but they elected not to submit a proposal.

<u>Vendor</u>	<u>Bulletin</u>	<u>Calendar</u>	<u>Total</u>
Graphic Village	\$41,668.08	\$14,305.00	\$55,973.08
Think Patented	\$45,984.00	\$12,355.00	\$58,339.00
Quality Publishing	\$64,350.48	\$14,368.23	\$78,718.71

Mr. Vanderhorst explained that from the above table, you can see that Think Patented and Graphic Village offered very competitive bids. While competitive in price, staff feels the quality of design and printing, ease of editing, and proven delivery reliability lies with Think Patented.

Mr. Dobrozsi asked how long Think Patented has printed the bulletin.

Mr. Vanderhorst replied that it has been four years.

Mr. Dobrozsi asked what the average page length of the bulletin was.

Ms. Frederick replied that on average it was 16 pages. She explained that there are two types of readers. Those who read the bulletin from front to back and those who look at the advertisements. She stated that the second half of the year events begin to slow down so that she can try to condense the number of pages of the bulletin.

Mrs. Naiman made a motion to approve continuing with Think Patented for the design and printing of the monthly bulletin and annual calendar and to add legislation to the upcoming Council agenda for full Council consideration and approval. Mr. Cappel seconded. The Committee unanimously agreed.

### 2025 Calendar Theme Discussion

Ms. Frederick explained that during the 2021 City Calendar process, it was decided that the Government Affairs Committee should approve the annual calendar theme. Arts Commission Member and Sycamore High School Art Teacher, Elise Williams, asked if the theme could be chosen early in the school year to allow time for the students to complete the project. Ms. Frederick presented the following themes for consideration of the 2025 calendar:

1. What's your favorite Montgomery Event.
  - a. Request residents to submit photos (both old and new) of their favorite events. Ideas include Harvest Moon, Holiday in the Village, Independence Day Parade, Dogfest, Touch A Truck, etc.
  - b. Calendar Planning Committee members will select various photos and provide them to the art teacher in the fall.
  - c. Residents who submit pictures would also be asked for a quote to describe why this event is their family's favorite or why they enjoyed the moment so much.

#### Other Ideas

2. Montgomery Parks: Highlight a different park each month. Some parks will be featured in multiple months.
3. The Faces of our Commissions: Student art would feature commission projects.
4. All about Montgomery Quarter

Mr. Riblet suggested that the Committee table the discussion of the 2025 Calendar Themes until the next meeting so that all Committee members would be in attendance.

### Other Business

There was no other business to discuss.

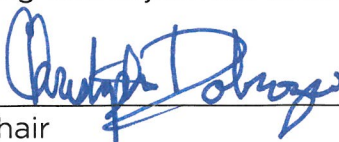
### Minutes

Mrs. Naiman moved to approve the April 10, 2023 minutes. Mr. Dobrozsi seconded. The Committee unanimously agreed.

### Adjournment

Mrs. Naiman moved for adjournment. Mr. Dobrozsi seconded. The Committee unanimously agreed.

The Governmental Affairs Committee of Council meeting was adjourned at 5:28 p.m.

  
Chair