

OFFICE OF  
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## MEMORANDUM

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**DATE:** January 20, 2026  
**TO:** City Commission  
**FROM:** Kevin Kuchenbecker, Planning, Zoning  
and Historic Preservation Officer  
**RE:** Sandwich Board Quote

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### STAFF FINDINGS:

A quote to create customized sandwich boards featuring the City of Deadwood logo has been obtained from Sternhagen Services. The cost of each sandwich board is estimated at \$250. Forty (40) sandwich boards would be ordered, bringing the overall total to \$10,000.

These boards will be used as part of the permitting process and the income and expenses associated with the sandwich boards will run through the Planning and Zoning budget. This came out a recommendation of the task force to bring unity in design, size and style of the permitted signage.

Staff recommends approval of the quote.

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### RECOMMENDED ACTION:

Approval /denial of the quote for sandwich boards created by Sternhagen Services in the amount of \$10,000.00.