

OFFICE OF  
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**Kevin Kuchenbecker**  
Planning, Zoning and  
Historic Preservation Officer  
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## **MEMORANDUM**

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**Date:** June 8, 2023  
**To:** City Commission  
**From:** Kevin Kuchenbecker, Planning and Zoning Administrator  
**Re:** Professional Services for Design Work for Wayfinding and Signage

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Staff is requesting permission to enter into a contractual agreement for Design Services with Berberich Design in the amount not to exceed \$20,000.00 to be paid from Historic Preservation, Planning and Zoning, Parks, and Parking and Transportation professional services line items.

Attached is a proposal from Berberich Design for continued design and documentation of wayfinding signage, architectural signage, interpretive signage, architectural design, interior design, 3D brand communication, logo design as well as research, and copywriting. Mr. Ray Berberich with Berberich Design is the designer on record for the archways and wayfinding systems installed over the past several years.

This signage project is valuable to residents and visitors.

**Recommended Motion:**

*Move to enter into a contractual agreement for design services with Berberich Design in the amount not to exceed \$20,000.00 to be paid from Historic Preservation, Planning and Zoning, Parks, and Parking and Transportation line items.*