



The City of Newport's Wayfinding Committee will hold a meeting at **8:30 A.M. Friday, April 3, 2015**. The meeting will be held Conference Room B at Newport City Hall. A copy of the meeting agenda follows.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder, at 541-574-0613.

The Committee reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary.

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**CITY OF NEWPORT**  
**WAYFINDING COMMITTEE MEETING**  
**AGENDA**  
**Friday April 3, 2015**  
**8:30 AM**

- I. Call to Order
- II. Approval of Minutes from March 6, 2015 meeting
- III. Present and distribute committee notebooks
- IV. Update/review map edits/projects with large format spreadsheet
- V. Public restroom signage: Discussion and motion
- VI. Sea Lion Dock Wayfinding Map: motion
- VII. Maritime Museum Wayfinding Map: motion
- VIII. Status of motions from Mar. 6 2015 meeting
- IX. Committee Comments.
- X. Public Comments.

- XI. Develop next agenda.
- XII. Adjourn.

Member	Elected/Appointed	Term Begins	Term Expires
Chuck Forinash	5/6/13	5/6/13	12/31/15
Ken Spencer	5/6/13	5/6/13	12/31/15
Linda Neigebauer	5/6/13	5/6/13	12/31/15
Robin Dennis	7/1/13	7/1/13	12/31/15
Frank Geltner	8/5/13	8/5/13	12/31/15
Vacancy			
Vacancy			

March 6, 2015  
8:30 A.M.  
Newport, Oregon

The City of Newport Wayfinding Committee met on the above date in Conference Room B of the Newport City Hall. In attendance were Ken Spencer, Robin Dennis, Linda Neigebauer, Frank Geltner, and City Council liaison Mark Saelens. Also in attendance was Bob Fuller, city staff. Committee member Chuck Forinash did not attend.

I. **Call to order:** The meeting was called to order at 8:30 AM.

II. **Approval of February 6, 2015 minutes**

The committee agreed to approve the minutes as posted.

III. **Update/review map edits/projects with large format spreadsheet**

Spencer added “sea lion docks” and “maritime museum” as proposed locations for map placements. A discussion ensued regarding several additional issues for committee consideration.

All existing maps should be added to the map updating list, noting “date of install” and a means of checking off completed items. Need to map the locations of current map installs. An inventory of existing materials will be obtained from City sign shops and added to the spreadsheet suite.

Also suggested was noting “Future Home of OMSI” as an update. It was noted this could be added to next year’s edition as an overlay decal update.

Spencer will report back with costs per map.

Neigebauer suggested each committee member be assigned a number of signs/maps to check on a regular basis, noting condition, current information, etc.

The committee agreed there is a need for a detailed printed map of Newport, but unsure as to how to proceed.

It was also agreed it would be useful to amend the Wayfinding Committee resolution to include an ex-officio, non-voting staff member from the Chamber of Commerce as a committee member, or, alternatively, the committee could just invite a Chamber staff member to meetings.

There was a discussion about having an annual “wayfinding summit meeting” involving interested parties to discuss and develop strategy regarding wayfinding issues.

IV. **Status of motion from Feb. 2015 meeting**

The motion regarding officially naming the wayfinding map as “The Wayfinding Map” is supported by the City Manager.

V. **Committee comments**

**To more effectively realize Resolution 2048, Exhibit C.1., and Goal #6 as sent to City Council:**

**Motion passed** to recommend amending Ordinance 2.05.07(A): The Wayfinding Committee shall consist of eight members, to include an ex-officio, non-voting staff member of the Newport Chamber of Commerce.

**Motion passed** to recommend the Wayfinding Committee shall annually convene a “Wayfinding Summit Meeting”, to include interested parties (City, Port of Newport, ODOT, Chamber of Commerce, et. al.) to discuss wayfinding conditions in the City of Newport.

A discussion ensued regarding the continued need for street signs at US 101 and Hurbert. Dennis also noted Hwy. 20 east of Hwy 101 needs to be signed as E. Olive. Fuller advised he will contact ODOT on this.

Geltner requested another sheet be added to the Wayfinding spreadsheet for street sign issues such as noted above.

- VI. **Public Comments:** None
- VII. **Develop next agenda**  
Develop motions for additional map placements, edits, etc.
- VIII. **Adjourned** at 9:50 AM

[The City of Newport Public Works](#)

169 S.W. Coast Highway

Newport, OR 97365

Coast Guard City, U.S.A.



phone: 541.574.3366

fax: 541.265.3301

[www.newportoregon.gov](http://www.newportoregon.gov)

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## WAYFINDING COMMITTEE:

### CITY STAFF REPORT AND RECOMMENDATIONS

Meeting date: April 3, 2015

**Agenda Item:** Public restroom location signs

**Background:** Staff received a call from Bayfront business owner concerned about the lack of signage designating public restrooms on the Bayfront. I drove the Bayfront area and noted one sign designating a public restroom. It was located at the restroom and was a small circular sign.

**Recommended Action:** I recommend Wayfinding Committee members determine appropriate locations for public restroom advisory signs on the Bayfront and other locations. I also recommend committee members consider additional signage information to include distance to next public restroom.

**I further recommend, after considering any comments made, that the Wayfinding Committee consider the following motion:**

**I move to recommend City staff install public restroom signs at the following locations (noted HERE), and that said public restroom signs include information noting distance to next public restroom.**

**Fiscal Effects:** Cost of signs to be determined by Streets Division.

**Alternatives:** None recommended

Respectfully submitted:

Robert Fuller, City of Newport Department of Public Works

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## WAYFINDING COMMITTEE:

### CITY STAFF REPORT AND RECOMMENDATIONS

Meeting date: April 3, 2015

**Agenda Item:** Wayfinding Map placement at Sea Lion Docks

**Background:** The committee has agreed the Sea Lion Docks are an important tourist attraction, and placing The Wayfinding Map at this location would benefit tourism.

**Recommended Action:** None needed. Inventory appears adequate for an additional map placement.

I further recommend, after considering any comments made, that the Wayfinding Committee consider the following motion:

I move to recommend City staff install The Wayfinding Map at the Sea Lion Docks on SW Bay Blvd., at a location determined appropriate by City sign personnel.

**Fiscal Effects:** City sign staff time only.

**Alternatives:** None recommended

Respectfully submitted:

Robert Fuller, City of Newport Department of Public Works

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## WAYFINDING COMMITTEE:

### CITY STAFF REPORT AND RECOMMENDATIONS

Meeting date: April 3, 2015

**Agenda Item:** Wayfinding Map placement at Maritime Museum

**Background:** The committee has agreed the Maritime Museum on Bay Blvd. is an important tourist attraction, and placing The Wayfinding Map at this location would benefit tourism.

**Recommended Action:** None needed. Inventory appears adequate for an additional map placement.

I further recommend, after considering any comments made, that the Wayfinding Committee consider the following motion:

I move to recommend City staff install The Wayfinding Map at the Maritime Museum on SW Bay Blvd., at a location determined appropriate by City sign personnel.

**Fiscal Effects:** City sign staff time only.

**Alternatives:** None recommended

Respectfully submitted:

Robert Fuller, City of Newport Department of Public Works