

October 3, 2014  
8:30 AM  
Newport, Oregon

The City of Newport Wayfinding Committee met on the above date in Conference Room A at Newport City Hall in Newport, Oregon. In attendance were: Committee Chair Wendy Engler, committee members Linda Neigebauer, Frank Geltner, Robin Dennis, Chuck Forinash, and Ken Spencer. Also in attendance: City Council liaison Mark Saelens and City of Newport committee staff Bob Fuller.

- I. The meeting was called to order at 8:35 AM by Chair Engler.
- II. It was agreed the number of maps for each of the two state parks should be *one* map, the draft minutes indicated two maps per park; change was made in draft minutes to reflect same. *A motion was made and seconded* to approve the minutes of the September 5, 2014 minutes with the noted change. The motion passed on unanimous voice vote.
- III. Changing/modifying committee responsibilities: by-laws vs. ordinance change

City Recorder Peggy Hawker was not able to attend today's meeting to address this item; postponed until next month.

- IV. Update of work done

Ken Spencer briefed the committee on work that has been completed and work in-progress. The next project will be installation of one map at the South Beach marina and another near the Rogue Brewery trail area by the interpretive sign kiosk. It was noted the ODOT right-of-way permit for the Welcome to South Beach sign was awaiting Tim Gross's signature. ODOT had earlier indicated they had no objections to the sign other than requiring the permit. A Wayfinding map has been installed in Nye Beach across from the arch. Ken Spencer also advised twelve map panels are available at this time.

**A motion was made and seconded to recommend installation of one Wayfinding map at Hatfield Marine Science Center in the courtyard area. The motion passed on a unanimous voice vote. (Forinash indicated he would contact HMSC for approval).**

**A motion was made and seconded to recommend two Wayfinding maps be placed on the Bay Front: One at the public pier area below the Maritime Museum and one at the west end of Bay Blvd. near the brass plaque by the Bay Street Pier, with the City Manager deciding who will install the maps.**

- V. Running document of Wayfinding Map edits

The committee advised there should be two documents: One for Wayfinding map edits and another, separate document noting removal/updating of signs. Saelens and Engler will meet with City Manager to determine Wayfinding vs. Public Works signage.

**VI. Demo: Laptop/projector with Google street view for viewing signage issues**

The committee requests this resource be available at all future meetings.

**VII. Committee comments**

Forinash said State Parks has had a change in local management and he will contact the new manager regarding the Wayfinding maps at the parks. State Parks will install the maps. He also advised he will pick up the maps and deliver to State Parks. (Fuller will change the email contact for Wayfinding Committee notifications from JR Collier to David Weisenback).

Spencer suggested a list of Wayfinding signs and maps and where they are allocated.

Forinash also noted he will follow-up with State Parks regarding an old map/sign currently mounted on Big Creek Trail. State Parks has apparently requested replacement of this sign with a sign containing a small hiking icon.

The committee discussed the overlap of committee responsibilities with other City committees, notably the Bike-Ped Committee. It was suggested there could possibly be an occasional joint committee meeting to eliminate redundant recommendations and more efficient planning and use of resources.

Neigebauer had sent Fuller an email yesterday noting some areas of possible action/recommendations by the committee. (Note: After today's meeting, the City Manager reviewed the email and suggested the committee put this list in the form of a motion so the City can respond more formally).

**VIII. Public Comments**

None

**IX. Adjourned at 10:30 AM**