



**WAYFINDING COMMITTEE AGENDA**  
**Thursday, June 01, 2017 - 8:30 AM**  
**Conference Room B**

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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 agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

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**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

**2.1 May 4, 2017 draft minutes**  
[May 4 2017 draft minutes.pdf](#)

**3. DISCUSSION/ACTION ITEMS**

**3.1 Final approval for Newport Signs to proceed on Wayfinding Map changes and mounting.**

**3.2 Revised District Narratives**

**3.3 Copyright of Wayfinding Map with the goal of selling copies to local business for re-sale: Per City Attorney, refer to City Manager via motion.**

**3.4 IT approves placement of QR code on Wayfinding Map, referring user to City of Newport website for Wayfinding Map. Motion to proceed needed.**

**4. PUBLIC COMMENTS**

**5. COMMITTEE COMMENTS**

**6. DEVELOP NEXT AGENDA**

**7. ADJOURN**

May 4, 2017  
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 committee chair Frank Geltner, and committee members Linda Neigebauer, Nairne Dickey, Robin Murphy and Chuck Forinash. Also in attendance was City Council Liaison Mark Saelens and Bob Fuller, city staff. Ken Spencer of Newport Signs attended as an invited guest.

1. Call to Order
  - a. The meeting was called to order by Chair Geltner at 8:30 AM.
2. Approval of Minutes
  - a. The April 6, 2017 minutes were approved.
3. Discussion/action items
  - a. Ken Spencer of Newport Signs presented his estimate for doing the artwork for changes to the Wayfinding map, creating 30 maps, and mounting the maps at all current locations. This will leave a few extra maps for any new locations. A motion was made, seconded, and passed to recommend the City Manager accept Spencer's estimate and authorize proceeding with the project.
  - b. A discussion ensued regarding changing the district narratives on the Wayfinding map. Committee members will assume responsibility for editing the narratives; Geltner will collect the draft narratives for consideration at the June 1, 2017 meeting. The assignments are: Nye Beach: Neigebauer; Bayfront: Forinash; South Beach: Murphy; Geltner: Agate Beach and City Center.
  - c. Geltner requested committee members develop any other comments regarding the map before proceeding with production. It was agreed to replace the Nye Beach sand dollar icon with the Nye Beach arch. Spencer advised he could develop an appropriate graphic. Forinash advised he will get information to Spencer regarding "mixed use" paths in South Beach, and will edit the path legend information on the demo map in Conference Room B at City Hall. It was also agreed to make "Sea Lion Dock" plural (i.e., "Sea Lion Docks").
  - d. The committee asked about the legality of making copies of the map for merchants to sell. Is it copyrighted? This should be noted on the map. Fuller will check with City Attorney Steve Rich.
  - e. It was also agreed any monies realized from map sales should go to the Wayfinding budget.
  - f. Fuller will contact IT about putting some form of the map on the city website (such as a pdf version). Currently the QR code directs the user to Discover Newport. Spencer said it would be easy to add another QR code directing

the user to the City's website. Dickey noted Discover Newport gets about 70% of tourist inquiries.

4. Public comments: None
5. Committee comments:
  - a. Discussion regarding signage at 9th and Hurbert directing people to the Bayfront, in addition to the current sign which shows the direction to Nye Beach. It was noted this could be on one sign, posted at the intersection (the current Nye Beach "arrow" sign is located about 100 feet east of the intersection on 9<sup>th</sup> St.). Fuller will suggest this to Public Works staff.
  - b. Vision 2040: Fuller will forward comments as noted in the April meeting to Rachel Cotton, who is coordinating this project. Committee members can also submit comments at the Vision 2040 comments website. Murphy noted the committee needs to think about how technology will affect Wayfinding in the distant future, such as Vision 2040.
  - c. Neigebauer asked about the Chamber of Commerce "fulfillment piece"; Dickey will contact the chamber about getting copies to city hall.
6. Next agenda: Any further map edits before final production; district narratives.
7. Next meeting is June 1, 2017, at 8:30 AM. There being no further business, the meeting was adjourned at 9:45 AM.

DRAFT