


CITY OF COOS BAY URBAN RENEWAL AGENCY
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
May 21, 2013	

TO: Chair Gene Melton and Board Members 

FROM: Jim Hossley, Public Works and Development Director

Through: Rodger Craddock, City Manager *RC*

ISSUE: Downtown Wayfinding Signs

BACKGROUND:

Members of the Coos Bay Downtown Association (DTA) will present their proposal for the wayfinding signs for the downtown. The DTA is proposing to install sign posts that match the Sternberg period lighting poles in the downtown. City staff would order and install the posts. The DTA would design and order the signage. Staff and the DTA have prepared a draft Memo of Understanding (MOU). This document outlines the responsibilities of the DTA and the City. Language in the MOU is as follows:

- 1) The DTA will purchase, at no expense to the City, flush wall mount and post mounted wayfinding signs; supply hardware for mounting and anchoring said wayfinding signs and supply necessary mounting posts. The DTA will inspect the signs annually, or more often as necessary, to clean, repair and revise with current information. DTA will also purchase replacement signs for those that might become damaged. All signs will be donated to the City.
- 2) The City will mount and/or install wayfinding signs affixing them to the walls of City owned buildings or on City installed posts in City right-of-way or property.
- 3) Both parties will mutually agree on the location and number of signs to be erected.

ADVANTAGES:

These signs will provide a benefit to visitors to the downtown area.

DISADVANTAGES:

None

BUDGET IMPLICATIONS:

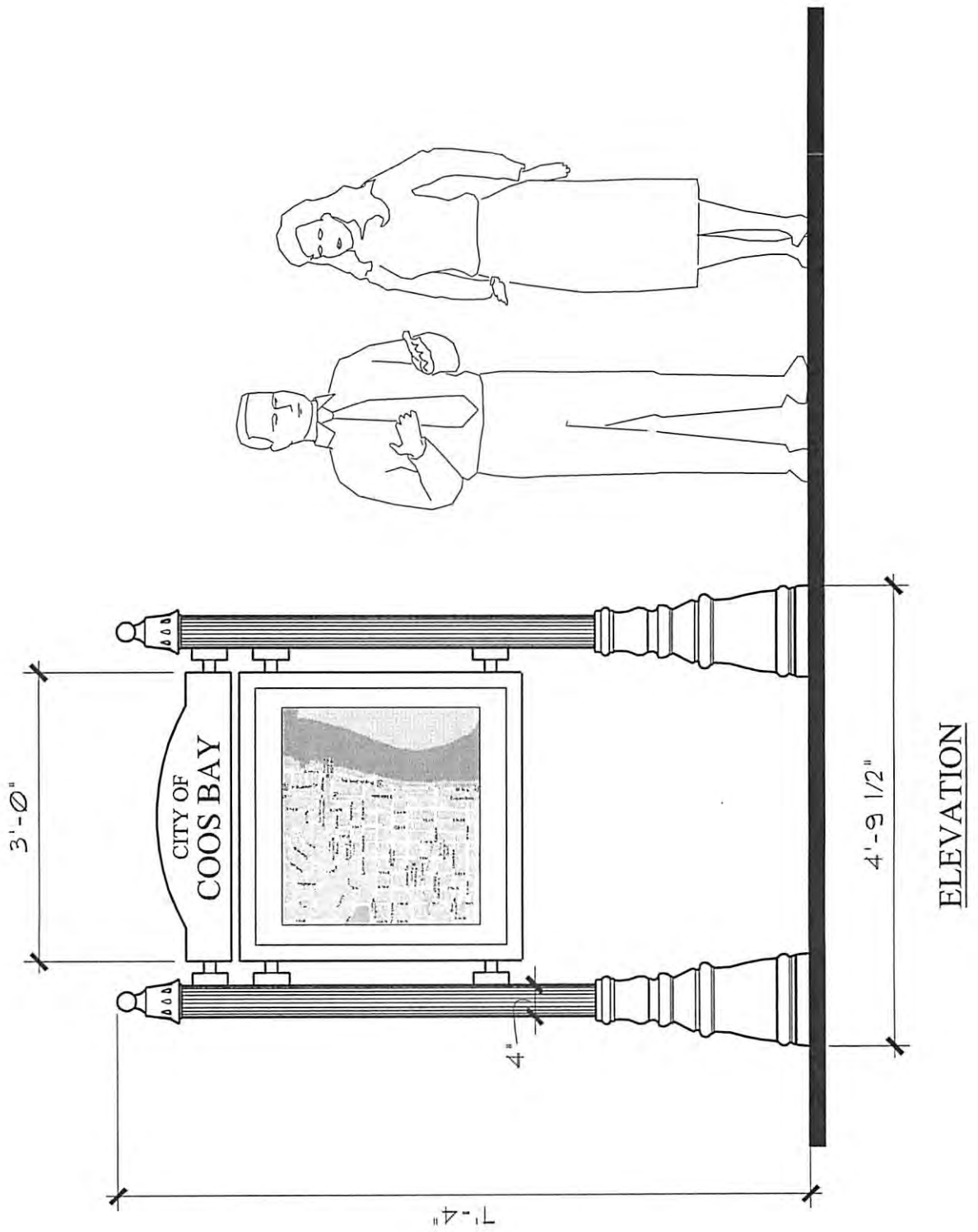
Unknown at this time

ACTION REQUESTED:

Staff recommends that URA agree to the location and number of signs to be erected; and authorize the City Manager to execute the MOU.

ATTACHMENTS:

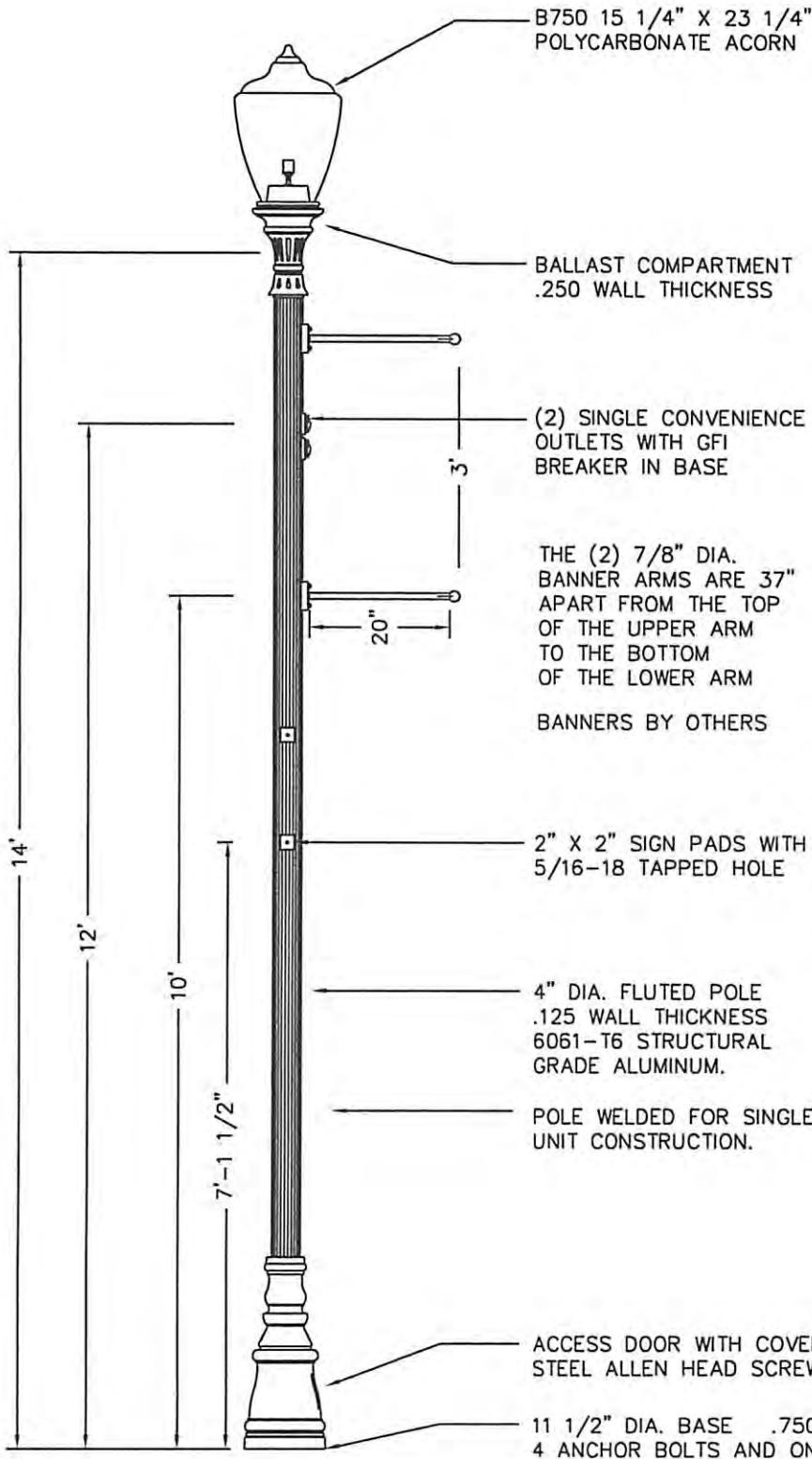
Draft MOU
Illustration of Proposed Sign Posts





BANNER ARMS
(2) SINGLE OUTLETS
ACCESS COVER

SIGN PADS



POLE HEIGHTS HAVE A TOLERANCE OF + OR - 2"	NOV 8 2010	3/4" = 1"	DRAWING NUMBER	SC6020C
EMPIRE STREET COOS BAY, OR	B750 5PPT 3614FP4	STANDARD BANNER ARM PLACEMENT	SINCE 1923	
DRAWN: JJS		STERBERG		
SOCKET TYPE MOG				
WATTAGE 150				
LIGHT SOURCE MH				
VOLTAGE 120				
FUSE				
FINISH BLACK				

MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF COOS BAY AND THE
COOS BAY DOWNTOWN ASSOCIATION REGARDING
DOWNTOWN WAYFINDING SIGNS

Whereas the City of Coos Bay (herein referred to as the “City”) and the Coos Bay Downtown Association (herein referred to as the “DTA”) wish to share resources for the purchase, installation and maintenance of wayfinding signs in downtown Coos Bay and desire to outline their responsibilities. The City and DTA agree to the following items associated with the wayfinding signage:

- 1) The City and DTA desire to support and promote the distinct identity for downtown Coos Bay; raise community awareness of downtown Coos Bay and its location; direct visitors to downtown Coos Bay from major transportation arteries; enhance visitors’ and residents’ ability to easily navigate downtown and find desired destinations; and increase the success and market potential for downtown businesses.
- 2) The DTA will purchase, at no expense to the City, flush wall mount and post mounted wayfinding signs; supply hardware for mounting and anchoring said wayfinding signs and supply necessary mounting posts. The DTA will inspect the signs annually, or more often as necessary, to clean, repair and revise with current information. DTA will also purchase replacement signs for those that might become damaged. All signs will be donated to the City.
- 3) The City will mount and/or install wayfinding signs affixing them to the walls of City owned buildings or on City installed posts in City right-of-way or property.
- 4) Both parties will mutually agree on the location and number of signs to be erected.

This agreement has been duly authorized by both the City Council and the DTA Board, each of which has authorized the representatives named below to execute this agreement.

It is so approved, this ____ day of _____, 2013.

Brian Bowers, President
Coos Bay Downtown Association

Rodger Craddock, City Manager
City of Coos Bay

Attachments: