



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Administration

**DATE:** July 22, 2025

**SUBJECT:** Motion to approve a service agreement with FastSigns to design and install utility box artistic wraps. - **Administration**

**CITY MANAGER RECOMMENDATION:**

The City Manager recommends approval of a service agreement with FastSigns to design and install utility box artistic wraps.

**BACKGROUND OF ITEM:**

On October 22, 2024, the commission adopted a Landscape Master Plan and Design Guidelines for beautification across the city. Chen Moore and Associates (CMA) developed the Landscape Master Plan and Design Guideline Manual. The items detailed in those documents serve as a branding and specifications package that supplements City Code and Ordinances, to define elements and create a cohesive theme throughout the City's public spaces.

The Design Guideline Manual has been prepared following a full Master Plan process identifying and categorizing the City's public spaces to receive improvements as funding becomes available. The Manual serves as a document to guide design of new or redeveloped public spaces in the City, providing a framework for Planning staff, the Planning Commission, and design professionals. One of the areas identified in the Manual is public art and by transforming traffic control boxes into pieces of art depicting the City as a fun, vibrant, active, beautiful, diverse, connected city.

**ANALYSIS:**

Box wraps are an affordable, tangible option for improving a community. Through the Landscape Master Plan, the City had the opportunity to work with local stakeholders to develop a sense of community pride and ownership that helps transform Cooper City into "Someplace Special." During these stakeholder meetings, the desire was to do artistic utility box wraps using pictures of local plants and wildlife.

A recommendation for contracting with FastSigns came from the City of Sunrise where they completed a similar wrap project and other public art projects in the City. FastSigns have also collaborated with City of Miami, City of Plantation and Dania Beach.

If approved the City staff will collaborate with FastSigns on the designs that will be installed. For reference, Review to Exhibit “2” on the renderings depicted in the Design Guideline Manual. The City has identified 22 utility boxes to install the wraps. See Exhibit “3”.

The City is still in the process of securing permits from the County for the installation in the traffic control boxes and from the State for all boxes on State roads. A final PO will not be issued until the permitting is completed.

**STRATEGIC PLAN:**

This item supports the 2022-2027 Commission Strategic Plan, specifically advancing:

**Priority 3: A Strong Sense of Place - Beautification**

**FISCAL IMPACT:**

\$45,117.68 from Account #300-314-572310-563-23002. This item did not go out for bid citing Section 2-258 (a) (5): Exclusions include Artistic services or works of art. Contract number is BW2025-4, BW2025-4 Artistic Electric Box Wrap

**ALTERNATIVES:**

The City could choose not to move forward, and the utility boxes would remain the same.

**ATTACHMENTS:**

Exhibit 1 – FastSigns Estimate

Exhibit 2 – Design Guidelines for Utility Boxes

Exhibit 3 – Utility Box Locations

Exhibit 4 – Services Agreement