

Engineering Division of the Public Works Department

To: Chairperson Davis and Committee Members

From: Andrew M. Beyer, P.E., Director of Public Works/City Engineer

Date: January 29, 2026

Subject: Public Safety & Welfare Committee Meeting of February 4, 2026

Review and take possible action: Municipal Parking Lot Signage

Background

The Engineering Division recently reviewed public parking lot signage along Main Street and at each location of the downtown area public parking lots. Engineering used the Manual on Uniform Traffic Control Devices (MUTCD) as guidance. Whereas there is some existing parking lot directional signage along Main Street and some, but not all, of the Public parking lots are signed, more signage is needed.

The Engineering Division reviewed City code for guidance as well, Article XI Performance Standards, §550-107 Off-Street Parking; and Article XII Signs and Projections, to determine if an ordinance would be required to place the signage. Engineering believes if the Committee selects to move forward by placing the proposed Main Street parking directional signage and posting Public parking lot signs at each downtown public parking lot, an ordinance will not be required to complete this work.

Budget Goal

1. Promotes and fosters innovative approaches for community development and growth.

Financial Impact

The cost of standardized, non-decorative parking signage is anticipated to cost less than \$1,000 total. Street Division staff will install signage. This cost is within the Street and Solid Waste Division Operating Budget.



MEMO

Recommendation

The Engineering Division, in coordination with the Street and Solid Waste Division, is proposing installation of standardized signage at and around municipal parking lots. This installation can be completed this spring or during the 2028 Main Street reconstruction project.