



PARKING ADVISORY COMMITTEE AGENDA
Wednesday, August 21, 2024 - 6:00 PM
Council Chambers, 169 SW Coast Hwy, Newport, Oregon 97365

All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or e.glover@newportoregon.gov.

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to publiccomment@newportoregon.gov. Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

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.

1. WELCOME AND INTRODUCTIONS

1.1 Memorandum: [Memorandum](#)

2. ROLL CALL

3. APPROVAL OF MINUTES

- 3.1 July 17, 2024 Parking Advisory Committee Meeting.
[Draft Parking Advisory Comm Mtg Minutes 07-17-2024](#)
[07-17-2024 Parking Advisory Committee Meeting Video Link](#)

4. DISCUSSION ITEMS

- 4.1 Mo's Request for 20-min parking on the Bayfront.
- 4.2 Update on Bayfront Parking Management Program.
- 4.3 Parking Enforcement - Vehicle Immobilization Program.
- 4.4 Policy Considerations for Managing Parking in Nye Beach (continued discussion).

5. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

6. ADJOURNMENT

HANDOUTS


Meeting Materials:

[Request for 20-min parking at Original Mo's NMC 6.50 \(related to vehicle immobilization\)](#)
[T2 Collections Contract \(executed\)](#)
[Council Minutes Regarding Parking Policies](#)
[Ordinance 2163 – Adopted Parking Policies](#)
[Nye Beach Managed Parking Concept Map \(reference\)](#)

Bayfront Parking Management Map (reference)
Bayfront Meter Parking Begins/Ends Signs
Chief Malloy - Vehicle Immobilization Language
08-21-2024 Parking Article - Lincoln County Leader

Memorandum

To: Parking Advisory Committee

From: Derrick Tokos, Community Development Director 

Date: August 15, 2024

Re: Topics for the August 21, 2024 Parking Advisory Committee Meeting

For this meeting, we have identified four agenda items for the Parking Advisory Committee’s consideration. The first item relates to a request by Celeste McEntee for a 20-minute parking spot in front of Original Mo’s. It would be to accommodate take out orders. From a staff perspective, this is a reasonable request. There are no 20-min loading zones on their block. Photos included with Celeste’s request show that the closest loading zone on the upland side of Bay Boulevard is next to Oceanic Arts. As Celeste points out, Local Ocean has one as well. If the Committee is comfortable with the proposal, then it would be appropriate to make a motion to that effect so that it is captured in the minutes. The next step then would be for the City Engineer to prepare a traffic order for the City Manager’s signature. The traffic order would then be routed to the City’s streets crew, who would put it in the queue for install (fabricating the sign, setting the post, painting the curb, etc.).

Next up, we have an update on the Bayfront Parking Management Program. As of August 5th, there have been 62,498 transactions at the pay stations or through mobile pay, resulting in \$142,237.30 in net revenue. Electronic permit revenue nets out at \$39,227.22, and parking ticket collections totaled \$23,870. Total net revenue across all of these programs is \$205,334.52. Parking ticket collections are for the full year, whereas electronic permit, paystation, and mobile pay revenue is from May 1st through August 5th. At this time, it appears that the program is on a path to sustainability, as revenues need to be sufficient to cover enforcement expenses, debt related to last years improvements to three parking lots, and future parking improvement needs.

On July 30th, I walked the Bayfront with Travis Tibbets, a member of our streets crew, to identify areas where signage needs to be supplemented, principally along Bay Blvd between Fall Street and the boardwalk. Additional pay to park and/or 4hr regulatory signs will be installed at the Fall Street intersection, and in the vicinity of Inca’s Alpaca, Newport Candy Shoppe, Bohemian Candle, and Doodle Bugs. On the waterfront side of Bay Blvd, signs will be installed near Clearwater, Bayscapes, Pacific Seafood (near the Moby Dick mural), Mo’s Annex and across from the Abbey Street Parking Lot (near Rogue Brewery’s restaurant). Several will involve new pole installations. The street crews will also be fabricating signs advising the public that they are entering a metered parking area. They are looking at a couple of options, and I should have mock ups for you to look at by Wednesday’s meeting.

The third agenda item relates to parking enforcement. The Police Department will have staff available to discuss the City’s vehicle immobilization (‘boot’) program. They will be reactivating it, and would like to talk you through how they intend to structure the program. Enclosed is a copy of the City’s code that addresses the issue. The Police Department is

updating the notice that it will affix to vehicles, and we should have a draft of that by the meeting. On an enforcement related note, the Council approved the contract with T2 Systems for collections services, and a fully executed copy of the agreement is enclosed for your reference.

Lastly, I have included a placeholder for a continued discussion about policy considerations and outreach needs for ramping up a parking management program in Nye Beach. At the last meeting, the group requested minutes from the City Council meetings where they discussed and ultimately adopted Ordinance No. 2163, which provided policy direction for implementing paid parking along the Bayfront and in Nye Beach. Attached is a packet of minutes organized chronologically. The ordinance and reference map are enclosed as well.

Attachments

Request for 20-min parking at Original Mo's
NMC 6.50 (related to vehicle immobilization)
T2 Collections Contract (executed)
Council Minutes Regarding Parking Policies
Ordinance 2163 – Adopted Parking Policies
Nye Beach Managed Parking Concept Map (reference)
Bayfront Parking Management Map (reference)

**City of Newport
Draft Parking Advisory Committee Minutes
July 17, 2024**

LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	
Time Start: 6:05 P.M.	Time End: 7:54 P.M.

ATTENDANCE LOG/ROLLCALL

COMMITTEE MEMBER	STAFF
Chair Janell Goplen	Derrick Tokos, Community Development Director
Aracelly Guevara (by video)	Sherri Marineau, Community Development Dept.
Aaron Bretz	Donald Valentine, Community Service Officer (by video)
Gary Ripka	John Fuller, Communications Specialist
Bill Branigan (by video)	
Doretta Smith (by video)	
Robert Emond (by video)	

AGENDA ITEM	ACTIONS
<p>CALL TO ORDER AND ROLL CALL</p> <p>a. Roll Call</p>	<p>None.</p>
<p>APPROVAL OF THE MINUTES</p> <p>a. Meeting minutes of May 16, 2024</p>	<p>Motion by Bretz, seconded by Goplen to approve the minutes of May 16, 2024 as written. Motion carried unanimously in a voice vote.</p>
<p>COLLECTION SERVICES FOR UNPAID PARKING TICKETS</p> <p>a. Discussion on the collection services for unpaid parking tickets.</p> <p>b. Committee feedback and comments</p>	<p>Mr. Tokos gave a review of the collection of unpaid parking tickets, He covered ticket reports that contained collection rates, ticket surcharges, and ticket cost increases.</p> <p>The Committee held discussions on the types of tickets issued; how T2 Systems reported unpaid tickets to credit reporters; when past due tickets were sent to collections; and how nuisance vehicles were towed when they had parking violations.</p>
<p>UPDATE ON THE BAYFRONT PARKING MANAGEMENT PROGRAM</p> <p>a. Discussion on the Bayfront Parking Management Program.</p>	<p>Tokos gave an update on the Bayfront parking management program covering the 40,000 transactions since the start of the program; a breakdown of transactions by pay station and mobile pay</p>

<p>b. Committee feedback and comments</p>	<p>transactions; errors with the pay station software; software update protocols; setting a schedule to upgrade the system; and a breakdown of the permit revenue.</p> <p>Committee feedback included the public’s desire for a large parking map to be posted on the Bayfront; adding more signs that showed how to pay and where the public was required to pay; questions on if geo tech notifications could be initiated on public phones when entering paid parking areas; and input on the types of signs that should be added, such as directions to where pay stations were located.</p> <p>Ripka reported that the fisherman said they wouldn’t want to pay \$45 for permits in the off season because they wouldn’t utilize them much. They group questioned if the cost for the fishing permits could be lower in the off season. Tokos suggested a discount for an annual permit as a solution. The Committee was in favor of an off-season discount for fisherman in the off season. The group discussed making the permits \$45 for the on-season, \$25 for the off-season or creating a “winter weekend” pass.</p> <p>Tokos reviewed the request to create a special permit for contractors that were working on the Bayfront. The Committee questioned what other cities were doing for this type of parking. They thought contractors would need to make a change in how they worked, and needed to pay for the time they were required to. The Committee was in general agreement to leave things as is and reach out to other cities to find out what they were doing.</p>
<p>INITIAL REVIEW OF THE POLICY CONSIDERATIONS FOR CREATING A NYE BEACH PERMIT PARKING PROGRAM</p>	<p>Tokos discussed the considerations for shifting the Committee’s focus to creating a Nye Beach permit parking program for the summer of 2025. He reviewed the city’s parking policies and the 2018 Parking Study for Nye Beach.</p> <p>Discussions included how viable purchasing the Tap House parking lot would be for the city to build a parking structure; what the Committee should be prepared to answer during the public outreach; the need to review the past conversations and concerns for a Nye Beach parking program; reviewing the map of the Nye Beach Parking Study ; adjustments needed for the presentation during outreach; concerns about the addition of meters in the Nye Beach area; a request for the number of lodging rooms and residents in Nye Beach to determine occupancy versus parking spaces; and putting careful thought into the turnaround area for visitors.</p>

<p>RECRUITING TO FILL COMMITTEE VACANCIES</p>	<p>Tokos reported on the current Committee vacancies and asked for feedback on how to recruit new members.</p> <p>The Committee thought they should interview the single applicant who was interested. They discussed the names of people who might be interested in being a part of the Committee; thoughts to open up the committee to more Nye Beach residents instead of the City Center with this process; and ways to access the Nye Beach Neighborhood Association in the process.</p>
<p>CITIZEN/PUBLIC COMMENT</p>	<p>None.</p>

Submitted by: _____

Sherrri Marineau, Executive Assistant

DRAFT

July 17, 2023 - Parking Advisory Committee Meeting Video Link:

https://thecityofnewport.granicus.com/player/clip/1301?view_id=44&redirect=true

Derrick Tokos

From: Celeste McEntee [REDACTED]
Sent: Friday, August 9, 2024 11:53 AM
To: Derrick Tokos; Sherri Marineau
Cc: Dylan McEntee; Carter McEntee; Teyre Crowell; Gabe McEntee
Subject: 20 min parking in front of original MO's.

[WARNING] This message comes from an external organization. Be careful of embedded links.

Dereck,

We would like to ask for a 20 min parking spot in front of Original MO's. Local Ocean has one for their customers and advertises it to attract take out orders. We have a lot of take out traffic ourselves and it is difficult for our customers to find a place to park. We would like to ask for this same consideration. Please let us know what we need to do to apply.

Thank you,
Celeste McEntee
[REDACTED]

Original Moe's



Oceanic Arts



Local Ocean



CHAPTER 6.50 TEMPORARY IMMOBILIZATION OF VEHICLES

6.50.005 Definitions

Enforcement Officer. Any police officer, parking enforcement officer, or other person authorized by the chief of police or city manager to enforce this chapter.

Immobilization Device or Boot. A device that, when attached to a vehicle, prevents the movement of the vehicle.

Owner. Any individual or entity with any ownership or other interest in a vehicle.

Registered Owner. Any individual or entity listed as a registered owner or security interest holder of a vehicle in motor vehicle division records.

6.50.010 Regulations Authorized

The chief of police or city manager may adopt regulations to implement this chapter, but this chapter may be enforced whether or not regulations have been adopted.

6.50.015 Immobilization of Vehicle Authorized

- A. An enforcement officer may immediately immobilize any vehicle without notice to the owner under any of the following circumstances:
1. The vehicle is reported as stolen or involved in a crime.
 2. The vehicle has one unpaid parking citation outstanding for more than 45 days, and no hearing has been requested, or if there are four or more unpaid parking violations on the vehicle.
 3. The vehicle is parked and left standing upon city property or private property without express consent of the owner or person in control of the property.
 4. The immobilization is ordered by the municipal judge.

- B. When immobilization is authorized the enforcement officer shall attach a boot to the vehicle to restrict its movement. At the time the vehicle is immobilized, the enforcement officer shall affix a readily visible notification sticker to the immobilized vehicle. The notification sticker shall contain the following information:
1. The date and time the sticker was affixed; and
 2. A statement that the vehicle has been immobilized by the city as authorized by Newport Municipal Code Chapter 6.50; and
 3. A warning that attempting to remove the boot or move the vehicle, before a release is obtained is unlawful, and may subject the offender to penalties; and
 4. A statement that the vehicle may be released by paying the designated total of unpaid parking fines, plus immobilization fee, or
 5. A statement explaining the reason for the immobilization if other than for non-payment of citations; and
 6. The address, telephone number, and office hours where additional information can be obtained.

6.50.020 Immobilization Fee

In addition to any other penalty or fine imposed for any parking violation, an immobilization fee in an amount set by Council resolution shall be imposed for every immobilization under this chapter.

6.50.025 Removal of Immobilization Device

No person other than a duly authorized agent of the city may remove, attempt to remove, tamper with an immobilization device or move, or attempt to move a vehicle which has been immobilized.

6.50.030 Release

No vehicle immobilized pursuant to [Section 6.50.015](#)A.2 shall be released from the boot until payment of all unpaid parking violation penalties and the immobilization fee or posting of a bond to cover the full amount.

6.50.035 Challenges

- A. Any person desiring to contest an immobilization may request a hearing by filing a written request to the Municipal Court. No request will be accepted more than five calendar days after removal of the boot.
- B. The purpose of the hearing shall not be to determine the merits of any prior parking violations, but solely to determine whether or not there was authority to immobilize the vehicle.
- C. The person requesting the hearing shall bear the burden of proof, showing that there were no grounds for immobilization of the vehicle.
- D. In the event that the challenge to the immobilization is upheld, the boot shall be removed if it is still in place, and the immobilization fee shall not be charged.

6.50.040 Towing of Immobilized Vehicles

- A. If no one responds to the immobilization of the vehicle within 24 hours, the vehicle may be towed and stored at the expense of the registered owner.
- B. Notice of towing shall be given to the registered owner and the vehicle shall not be released until all fines and penalties have been paid or bond sufficient to guarantee payment has been posted, accompanied by a request for a hearing.

6.50.045 Bond Forfeiture

Any bond required by this chapter shall be forfeited if the person on whose behalf the bond is posted fails to appear at the hearing or if the city prevails at the hearing.

6.50.050 Lien for Towed Immobilized Vehicles

Any person who tows a vehicle at the request of the city following immobilization shall have a lien on the vehicle and its contents for reasonable towing and storage charges. Unless a hearing is requested and bond posted, the towing company may retain possession of the vehicle until all charges and fines have been paid.



Collection Services Addendum

THIS COLLECTION SERVICES ADDENDUM GOVERNS THE PROVISION AND USE OF COLLECTION SERVICES PURCHASED BY CITY OF NEWPORT ("CUSTOMER") FROM T2 SYSTEMS, INC. ("T2 SYSTEMS").

1. BACKGROUND.

The parties have entered into a Goods and Services Contract ("Agreement") with Effective Date April 27, 2023. This Addendum is incorporated into and subject to the terms of the Agreement and the terms of the Agreement are incorporated herein. To the extent of any conflict between the terms of this Addendum and the Agreement, the terms of the Addendum shall control. All terms defined in this Addendum shall have the meanings ascribed thereto. Capitalized terms used in this Addendum that are not otherwise defined in this Addendum have the meaning set forth in the Agreement.

Customer has authority pursuant to certain laws, ordinances and/or regulations to assess and collect fines and citations for violations of these laws, ordinances and/or regulations. T2 Systems is a duly licensed collection agency, and possesses the personnel, experience, expertise, and equipment to collect the fines and citations through an effective collection process and court action, if necessary. Customer and T2 Systems have mutually agreed that T2 Systems will assist in the collection of, or actually collect, certain unpaid fines and citations (the "Accounts") which Customer refers to T2 Systems from time to time during the Term of this Addendum.

2. REFERRED ACCOUNTS.

- (a) **Referred Accounts.** Pursuant to the terms and conditions of this Addendum, Customer shall provide to T2 Systems, from time to time, those Accounts which Customer desires T2 Systems to assist in the collection of (or actually collect) on behalf of Customer. All Accounts submitted to, and accepted by, T2 Systems shall be referred to as "Referred Accounts."
- (b) **Collection of Referred Accounts.** T2 Systems agrees to undertake the collection of each Referred Account in accordance with the level of service selected by Customer which shall be described in more detail in a Statement of Work ("SOW") in the form attached hereto as Appendix A (collectively, the "Collection Services").
- (c) **T2 Systems Collection Services.** During the Term of this Addendum, T2 Systems agrees to employ such lawful means, methods, and procedures as in T2 System's judgment, discretion and experience, it believes will best effect the collection of the Referred Accounts. T2 Systems may use outside contractors or vendors to perform certain portions of the Collection Services and/or gather information about Referred Accounts and the obligors thereon.
- (d) **Authority to Settle Referred Accounts.** Customer hereby authorizes T2 Systems to collect, compromise, or settle each Referred Account. However, unless otherwise authorized by Customer in writing, any such settlement shall be in conformance with the minimum amounts as set forth on the applicable SOW related to the Referred Account in question.
- (e) **Transfer of Accounts.** All Accounts will be forwarded to T2 Systems using the systems and procedures designed by T2 Systems. Upon request of T2 Systems, Customer will provide certified copies or originals of violation notices, tickets, citations, assessment letters, and any other documents necessary for use by T2 Systems in collection of the Referred Accounts. T2 Systems agrees to keep all such documents confidential and to not use or disclose them (or the information contained therein) for any purpose other than the performance of the Collection Services.



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- (f) **Exclusivity of Collection Services.** Customer agrees that T2 Systems shall be the exclusive third-party collector of all Referred Accounts during the Term of this Addendum and during any applicable retention period set forth in Section 3. If Customer refers an Account to T2 Systems, which becomes a Referred Account, Customer may continue to exercise its collection efforts with respect to such Referred Account; provided, however, that T2 Systems shall be entitled to payment pursuant to the terms of this Addendum for all collections made against such Referred Account, irrespective of who makes such collection.
- (g) **Rejected and Returned Accounts.** T2 Systems may reject any Account or return any Referred Account to Customer at any time for any reason (or no reason) in its sole discretion. After an Account is rejected or a Referred Account is returned to Customer at T2 System's request, T2 Systems shall not be entitled to any additional fees with respect thereto. T2 Systems will return to Customer such Referred Accounts which it determines, in its sole judgment and discretion, to be uncollectible. If Customer wishes to remove a Referred Account from T2 Systems (the "Returned Accounts"), Customer will notify T2 Systems in writing at least ten (10) days in advance (the "Return Notice"). Section 3 shall govern the collection on any Returned Accounts. Within thirty (30) days of the expiration of the one (1) year period set forth in Section 3 for Returned Accounts, T2 Systems agrees to return each such Returned Account to Customer.

3. TERM AND TERMINATION.

- (a) **Term.** The initial term of this Addendum is three (3) years. This Addendum will automatically renew for additional one (1) year terms unless written notice is provided to the other party at least sixty (60) days prior to the expiration of the then-current term. The initial term and any renewal terms are collectively referred to as the "Term."
- (b) **Termination.** Either party may terminate this Addendum if the other party fails to perform any obligation hereunder which failure is not cured within fifteen (15) days after notice from the other party, except that T2 Systems may terminate this Addendum immediately for Customer's failure to pay any amounts hereunder when due and payable. In the event T2 Systems elects to retain any Referred or Returned Account pursuant to the section below, the provisions of this Addendum applicable to such continuing collection efforts shall survive any termination or expiration of this Addendum until all rights and obligations hereunder are fully performed and/or satisfied with respect to such accounts.
- (c) **Retention of Referred Accounts.** Upon the expiration of this Addendum or earlier termination of this Addendum by T2 Systems due to a breach by Customer, T2 Systems shall have the right, at its sole discretion, to retain for collection, pursuant to the terms and conditions of this Addendum, any Referred Account upon which a partial payment has been made within the prior one (1) year period or which is subject to an agreed upon payment plan.

4. PAYMENT TERMS.

- (a) **Collection fees.** During the term of this addendum and during any applicable retention period set forth in Section 3, T2 Systems shall be entitled to the fees, costs, and expenses set forth (in the SOW applicable referred account), regardless of whether collected by T2 Systems, Customer, or others.
- (b) **Payments to and from Customer.** Customer agrees that T2 Systems will deposit each check received from the Customer's end customer on behalf of the Customer. T2 Systems shall remit each payment it collects on a Referred Account to Customer, minus T2 System's fees and any other amounts owed to T2 Systems, on or before the twentieth (20th) day of each month following the month in which the amount was actually collected. Invoices may be submitted to Customer by Collection Citation Services, LLC, which is an Affiliate of T2 Systems, Inc.



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Customer shall remit, or cause to be remitted, all amounts owed T2 Systems under this Addendum, if any, within thirty (30) days of receipt of notice thereof from T2 Systems. A late fee of one percent (1%) per month shall be assessed on all past due amounts from Customer based upon the aggregate amount of all past due monies. T2 Systems shall also be entitled to reasonable attorney's fees and other costs of collection incurred in attempting to collect past due amounts from Customer.

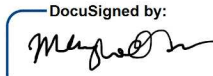
- (c) Direct Payments. Customer agrees to immediately notify T2 Systems of any payments on a Referred Account made directly to Customer, and T2 Systems will be entitled to the fees specified in this Addendum as if T2 Systems had actually collected the Referred Account. Any such amounts may be deducted from Customer's next monthly payment from T2 Systems.

5. MISCELLANEOUS.


- (a) Inspection Rights. Customer, its auditors, or any governmental agency or other party authorized to supervise, regulate or audit Customer, may examine T2 System's records pertaining to the Referred Accounts during normal business hours and upon ten (10) days' advance written notice; or with less notice if required of Customer by any such agency or other party or by law.
- (b) Entire Agreement. This Addendum (including all Appendices and Quote(s)) and the Agreement comprise the entire understanding and agreement between parties regarding the subject matter hereof and supersedes all prior written and oral agreements, purchase orders, representations, understandings, promises, descriptions or other communications between the parties regarding the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Addendum by a duly authorized representative thereof.

T2 SYSTEMS, INC.

DocuSigned by:

 Per: _____
987379D63F1E459...
 Name: Maggie Vercoe
 Title: Senior VP, Customer Experience
 Date: 08/08/24

CITY OF NEWPORT


 Per: _____
 Name: Nina Vetter
 Title: City manager
 Date: 8/6/24



Collections Statement of Work

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The Statement of Work and any Exhibits or Attachments hereto shall be governed by the terms and conditions of the Citation Collection Services Agreement dated April 27, 2023, between T2 Systems and the City of Newport, OR (AGENCY).

SCOPE

This Statement of Work (SOW) outlines the deliverables to be completed for the successful project implementation and on-going services for the City of Newport, OR. Deliverables not addressed in this SOW are out-of-scope, and therefore not included.

T2 will provide the following activities through Citation Collection Services, LLC ('CCS') a wholly owned subsidiary of T2.

Project Methodology

Each party shall designate a Project Manager who shall work together to facilitate an efficient delivery of the SOW. The T2 Project Manager will be responsible for project planning, scheduling, and issue/risk resolution.

The Agency's Project Manager will be responsible for identifying and coordinating Agency resources necessary to meet the project schedule.

T2 will assign a dedicated Business Analyst (BA) who is dedicated to the success of the project.

Time is of the essence and all parties must participate as required to meet the timeframe.

Project Schedule

During the project kick-off meeting, the T2 Project Manager, with the Agency's Project Manager, will determine the project schedule.

Change Control

Customers may request changes to this SOW or planned deliverables. Change requests may result in a change to the price, schedule and other terms and conditions contained herein.

Assumptions, Constraints, and Risks

Much of the CCS work will be performed remotely. Any requirements for project resources to come onsite may result in additional consulting fees and related travel expenses.

Data integrity problems are a risk that, if encountered, can delay project timing. Data integrity issues are often the result of problems with consistency in the data and its usage.

Collection Agency Collections @ 30% Contingency Fee

CCS will perform outbound collection procedures on individual debts including:


- Third party, FDCPA (Fair Debt Collection Practices Act) compliant letter services and outbound/inbound collection call center services
- State licensed
- Experienced staff
- Non-confrontational and professional approach that reflects positively on your organization
- Skip Tracing – access to a database with personal information
- Real time bankruptcy information to ensure that no FDCPA violation is committed when pursuing an individual who has petitioned for bankruptcy, verify the legitimacy of the bankruptcy status, and improve collection efficiency and results

Agency Collection Services Details

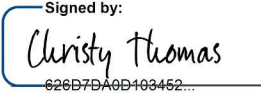
- CCS will not assume responsibility for any backlog of unpaid citations at the start of this project.
 - Ongoing citations will be aged 30 - 60 days delinquent (final criteria are determined by the Agency) and transferred to CCS for collections weekly.
- Citations that meet the criteria of delinquent collections will be pursued using T2's collections process that may include the state debt set off programs if applicable.
- CCS is authorized to collect on the citations' balance using collection best-practices. This can include additional letter notifications and outbound calling. These collection best-practices are already included in the fee quoted.
- T2/CCS will provide a query to export the citation data to be escalated to CCS for collections. The Agency will generate this file weekly. In advance of generating this file, the data will be matched with current Registered Owner information.
- CCS limits the number of citations that can have a fee waived per month. Six (6) citations per month can have their service fees waived.
- In the event the Agency needs to recall a citation that has already been escalated for collection, the Agency will notify CCS via email at ccsclientservices@t2systems.com. Once the initial letter has been sent, the Agency can use one of their six (6) citation waivers per month to remove the service fee.
- CCS will send one (1) PL-95 collection letter per citation. Assuming the citation holder does not pay from the PL-95, CCS will begin collection best practice procedures.

- CCS will provide a daily file of payments to import into the Agency's UP Safety database made through CCS. The file will contain the citation number, payment date and citation amount.
- CCS will obtain from the Agency a daily payment import file of payments received at the Agency. It will contain the citation number, payment date and citation amount. It will be imported into the collection's software.
- CCS will provide the Agency with a monthly reconciliation report on the 3rd Friday of each month. The report will provide statistics on citations collected, dollar amount collected, and associated fees. Also, an electronic check will be issued in the total amount collected, net of fees.
- CCS will assess fees to the parker for insufficient funds. A flat \$20.00 fee would be assessed to the citation holder for insufficient funds. CCS will retain this fee for bank services.
- CCS will provide a Project Manager responsible for project planning, scheduling, and status reporting. In addition, the Project Manager will act as the project's single point of contact with regards to change management and issue/risk control.

CUSTOMER NAME

Signature: 
Print Name: Nina Vetter
Title: City manager
Date: 8/9/24

T2 Systems, Inc.

Signed by:
Signature: 
Print Name: Christy Thomas
Title: Director, Citation Services
Date: 08/08/24

January 6, 2020
4:00 P.M.
Newport, Oregon

CITY COUNCIL WORK SESSION

The Newport City Council met in a work session on the above date and time in Conference Room A of the Newport City Hall. In attendance were Sawyer, Goebel, Jacobi, Hall, Allen, Botello, and Parker. Also in attendance was Linda Neigebauer, Aaron Bretz, and Mona Linstromberg.

Staff in attendance was Spencer Nebel, City Manager; Community Development Director Derrick Tokos, Police Chief Jason Malloy, and Peggy Hawker, City Recorder/Special Projects Director.

DISCUSSION ITEMS

City Manager's Report. Nebel reported first on the agenda is the Sister City Committee interview, which is followed by the discussion of parking management plan recommendations for the Bayfront, Nye Beach and City Center Areas. He noted there are also three executive sessions regarding a performance evaluation on the city manager, employment of public officer - city attorney, and exempt public records regarding privileged attorney/client written communications.

Sister City Committee Interview of Richard Brodeur. Council interviewed Richard Brodeur.

Discussion of Parking Management Plan Recommendations for the Bayfront, Nye Beach, and City Center Areas. Nebel reported a public hearing was held on November 18, 2019. He stated one of the controversial issues is parking meters and asked if the Council wants to consider going forward with them on the Bayfront. He noted that was the recommendation of the ad hoc committee, while the Planning Commission took a different take. He emphasized the key thing is to determine a direction the Council wants to take. Parker asked how many times the Planning Commission voted over the three years of the study. Tokos replied the Planning Commission only voted once with, four against the ad hoc recommendations and three in favor. Tokos noted the testimony that the Planning Commission received is not the same as the testimony that the Council received. Goebel asked what was the reason for recommending another parking committee. Tokos replied the recommendation for a standing parking advisory committee came from the ad hoc committee. He explained the ad hoc committee's terms were phasing out with the parking districts, and a standing committee can provide oversight and guidance on parking related issues going forward. Goebel pointed out the Planning Commission recommended the committee eliminate or minimize metering when making recommendations. Tokos explained the Planning Commission suggested the advisory committee work on revising the recommendations. Goebel asked if the Planning Commission's recommendation was to start over. Tokos replied that was a perception of many of the people attending the public hearing.

Tokos presented a timeline showing city actions related to public parking. He stated the city started addressing parking in 1983. He noted that new development has to provide off-street parking, so the city implemented a fee in lieu of providing off-street parking so the Bayfront, Nye Beach, and city center could expand. He explained the fee was in place

for many years, but many issues were identified with enforcement and collections. He reported a task force was created and recommended a one-time fee. He indicated the Planning Commission gave the affected areas time to create parking districts before assessing the fee. Tokos explained he helped these districts to form and develop targeted projects. He noted Nye Beach and city center used business license fee collections and all the past in lieu fees collected for improvements, but the Bayfront still has \$240,000 left. He stated these parking districts were intended to be temporary in order to move away from in lieu fees, and the city paid for a parking study, which was completed in 2018. He said the question in the Bayfront is whether to have metering and permits. He noted in Nye Beach, the question is should business license surcharges be expanded beyond the commercial core area. Parker asked if the study looked at the break even cost for meters. Tokos replied it would take two or three years before the city would be in plus territory. Hall asked if the \$240,000 would cover the cost of installation of meters. Tokos replied that would cover a portion of the total cost, \$435,000. Jacobi asked if there would be meters or kiosks. Tokos replied most of them would be kiosks, but there would be a couple of spots with poles because there's only a few parking spots in an area.

Parker asked if there would be stickers or window tickets. Tokos answered that the proposal is not at that level of detail yet. Goebel asked what times the meters would be in effect. Tokos replied that's more details to be discussed, but the recommendation is to have them operating seasonally. Goebel suggested high tourist times like Seafood and Wine Festival as well. Tokos stated the times are adjustable and they could be tailored to when there is higher demand. Goebel asked how people would know when the meters are in effect. Tokos replied there would be signage, information in the kiosks and in software people use, and communications from the city. Sawyer asked when the parking officer works. Malloy replied the parking officer rotates his duty. Jacobi asked if any of these recommendations could be implemented without an advisory committee. Tokos replied that is possible if the Council adopts these comprehensive plan amendments and directs staff to implement them. He noted the ad hoc committee thought an advisory committee should be maintained to provide stakeholder input.

Jacobi asked if these recommendations were adopted, if they would go into effect this year. Tokos replied if the Council adopts the policies, implementation could be pulled together promptly. Goebel clarified the only issue the Planning Commission had with the recommendations was metering. Parker emphasized the Council can always undo something that doesn't work, but not doing anything does not honor the three years already put into this. Tokos reported if the Council adopts the policies as recommended and creates a standing committee, the committee would work on metering, permits, and timed parking on the Bayfront and business license changes in Nye Beach. He stated if Council does not adopt the recommendations, then the committee would be looking at options other than meters. Tokos explained the parking recommendation maps. Discussion ensued on parking issues on the Bayfront during the crab season.

Tokos noted there is an expectation if meter recommendations are implemented, the city would lift off-street parking requirements, allowing developable property on the Bayfront to be developed. Botello indicated she is concerned the parking permits force employees to park far away and thought shuttle transportation would be beneficial. Tokos replied the ad hoc committee found with meters that in time there would be funds to do transit. Botello suggested a collaborative effort to provide transit with the county and suggested making it a goal for the Transportation System Master Plan. Hall suggested

oversized parking should be addressed on the Bayfront, and clarified the meters would be seasonal. Hall stated she is concerned the cost of meters is too high. She also noted enforcement is dependent on one person and she would like to see training of the NPD volunteers or an explorer program for enforcement.

Neigebauer explained Nye Beach residents didn't understand that the recommendations did not propose meters in Nye Beach when they testified to the Planning Commission. She reminded Council that the recommendations were for timed and permit parking in Nye Beach. She noted in the Bayfront the charter boats that have 12-hour trips were considered by the ad hoc committee. She added the \$100 fee should be off the table for the permits. She suggested the cost should be \$175 since that was the cost in the 1980s.

Nebel asked if Council is comfortable going forward with the ad hoc's recommendations, prefers a different direction by creating a committee to evaluate the recommendations, or has a third alternative on how to proceed. Goebel replied the Council needs to do something with strong enforcement and follow up to make sure this works and businesses do not suffer. Hall indicated she needed more fiscal information. Botello reported she is in favor of permits over meters. Allen stated he will keep an open mind, and he is good with whatever the Council chooses to do subject to hearing more information. Parker indicated he thinks the meters will help fund maintenance of city parking facilities. He noted he sees meters as a way to mitigate the impact visitors have on infrastructure, and people out of county will be the ones using them in peak season. He added the 1983 price seems like a bargain for permits and suggested an inflation adjusted price. He suggested rolling out implementation, getting more input, and then revisiting the issue, perhaps on an annual basis via the steering committee. Jacobi stated she agreed with Parker and that the Council needs to move forward, get something going, and then reassess. Nebel clarified the Council is comfortable with the item coming back as a public hearing.

EXECUTIVE SESSION

Nebel reported the next item on the agenda is an executive session to finish his annual evaluation.

MOTION was made by Allen, seconded by Hall, to enter executive session pursuant to ORS 192.660(2)(i) to conduct a performance evaluation of the City Manager; pursuant to ORS 192.660(2)(a) - Employment of Public Officers - City Attorney; and pursuant to ORS 192.660(2)(f) to Consider Exempt Public Records Regarding Privileged Attorney/Client Written Communications. The motion carried unanimously in a voice vote, and Council entered executive session at 5:09 P.M.

Allen declared an actual conflict of interest and left the session at 5:45 P.M.

Council left executive session and returned to its work session at 5:54 P.M.

ADJOURNMENT

Having no further business, the meeting adjourned at 5:55 P.M.

CITY OF NEWPORT**ORDINANCE NO. 2163****AN ORDINANCE AMENDING THE CAPITAL FACILITIES CHAPTER OF
THE CITY OF NEWPORT COMPREHENSIVE PLAN TO ESTABLISH A POLICY
FRAMEWORK FOR MANAGING PUBLIC PARKING ASSETS IN THE
NYE BEACH, CITY CENTER, AND BAYFRONT AREAS
(Newport File No. 1-CP-19)****Summary of Findings:**

1. In 2016, the City of Newport commissioned the preparation of a Parking Management Plan to identify strategies to maximize available parking supply in the Bay Front, Nye Beach, and City Center areas of Newport to support a vibrant working waterfront, tourist and general retail-oriented commercial businesses, and mixed use neighborhoods. Each of these areas within the City is densely developed with much of the parking demand being met with on-street spaces and public parking lots.
2. Historically, persons developing commercial property in these areas have been allowed to pay a fee to the City in lieu of providing new off-street parking spaces to address the impacts attributed to their projects. That program proved outdated, and beginning in 2009 business owners petitioned the City to establish Economic Improvement or “Parking Districts” to fund parking system improvements through a business license surcharge. While the Parking Districts have been easier for the City to administer than a “payment in lieu” program, and have allowed for greater involvement from area business owners, neither approach provides a clear, long term strategy for how public parking assets should be managed nor have they generated sufficient funding to make meaningful improvements to the parking system.
3. The City hired a consultant, Lancaster StreetLab, to prepare the Parking Management Plan, with assistance from City staff and oversight by a City Council appointed Parking Study Advisory Committee consisting of representatives from the three Parking District advisory committees. An initial round of workshops and walking tours with local stakeholders and business owners occurred in April of 2016. The consultants then inventoried the parking supply in the three districts and observed utilization and turnover rates during periods of peak and off-peak demand. This occurred on Thursday August 25, 2016, Saturday August 27, 2016, and Saturday December 10, 2016.
4. Lancaster StreetLabs field work, and resulting recommendations, were vetted with the Parking Study Advisory Committee, and ultimately worked into a draft Parking

Management Plan completed on March 9, 2018. The Parking Management Plan includes an inventory and assessment of the condition of public parking assets in these areas; detailed field survey data illustrating the utilization and turnover rates of parking spaces during peak and off-peak periods; a list of capital improvements needed to maintain and improve available parking, including possible upgrades to transit service; and financing strategies to fund needed improvements.

5. Once the study was completed an additional round of outreach was conducted during the summer of 2018 with Bayfront, Nye Beach, and City Center businesses; the Port of Newport and commercial fishing community; Bayfront processors; Chamber of Commerce, and Rotary Club. Members of the Parking Study Advisory Committee and city staff attended each meeting and provided an overview of the study's recommendations. Feedback obtained at these meetings was used by the advisory committee to fine tune the Parking Management Plan's recommendations.

6. The proposed amendments to the Comprehensive Plan draw from this body of work. The recommendations, framed as goals, policies, and implementation measures, seek to improve the availability of public parking for all users. This will require changes to how parking is managed. The recommendations touch upon wayfinding, lighting, needed parking improvements, and the City's parking standards for new construction. Additionally, they call for public parking along the Bayfront to be managed with a combination of parking meters and permits. Meters are a proven method of altering parking behavior and improving turnover of parking stalls in high congestion areas. They will also generate revenue for maintenance and improvement of public parking assets. Further outreach is recommended in Nye Beach to assess whether or not a non-metering option that consist of fees and/or parking permits is a workable parking management solution. No major changes are proposed for the City Center area at this time.

7. The Parking Study Advisory Committee consisted of individuals representing tourist-oriented retail businesses, commercial fishing interests, seafood processors, residents, and affected government entities. The group met 15 times over a three year period to develop its recommendations, and their work was informed by a significant amount of public input resulting from outreach resulting from direct mail notice, email distribution lists, press releases, radio shows, newspaper ads, walking tours with business owners and stakeholder interviews.

8. On June 4, 2019 the Parking Study Advisory Committee adopted a motion to recommend the Newport Planning Commission initiate the legislative process to amend the Newport Comprehensive Plan to add a new Parking Facilities Element as outlined in the draft set of amendments now up for consideration. This was the last action taken by the Committee, as that group's responsibilities ended when the three Parking Districts expired at the end of June 2019.

9. These amendments to the "Public Facilities" Chapter of the Newport Comprehensive Plan are consistent with applicable Statewide Planning Goals in that the changes:

- a. Have been developed and vetted with a Parking Study Advisory Committee, Planning Commission, and city Council at public meetings and hearings consistent with Statewide Planning Goal 1, Public Involvement; and
- b. Update the Newport Comprehensive Plan's technical inventory with respect to the condition of public parking capital assets, infrastructure investment priorities, and funding strategies that will facilitate fact based land use decision making processes consistent with Statewide Planning Goal 2, Land Use Planning; and
- c. Promote further economic development within the Bayfront, and potentially Nye Beach and City center, shifting to demand management approach to ensuring parking needs are met, providing businesses a broader range of development and redevelopment options, consistent with Statewide Planning Goal 9; and
- d. Provide for the timely, orderly, and efficient arrangement of public facilities and services by ensuring that public parking infrastructure priorities are identified in conjunction with the City's other capital project needs, consistent with Statewide Planning Goal 11.

10. No other Statewide Planning Goals are applicable to the proposed changes to the "Public Facilities" Chapter of the Newport Comprehensive Plan.

11. Following a work session on July 8, 2019, the Planning Commission initiated the process for amending the Newport Comprehensive Plan in a manner consistent with the proposal recommended by the Parking Study Advisory Committee and scheduled a public hearing.

12. On September 9, 2019, the Planning Commission held a public hearing on the proposed amendments. At the close of the public hearing, a motion was made by Bill Branigan, the Commission liaison to the Parking Study Advisory Committee that the policy recommendations be forwarded to the City Council as drafted, along with an ordinance that would establish a standing advisory committee to assist with implementation. That motion failed on a 3-4 vote. Instead, the Commission recommended that the Council create a new advisory committee with instructions that they revise the draft to eliminate or minimize recommendations related to metering.

13. On October 7, 2019, the Newport City Council met to discuss the Planning Commission's recommendation. The Port Commission, whose members and staff participate in the development of the proposed parking related Comprehensive Plan amendments, requested that Council hold a public hearing. They did not provide formal comment at the Planning Commission meeting. The City Council meeting was also an opportunity for representatives of the Planning Commission to share their different perspectives on the matter. After considering public testimony, the City Council elected to hold a public hearing to take additional testimony before deciding how it wants to proceed.

14. On November 18, 2019, the City Council held a public hearing to take testimony on how the City should manage its public parking assets in Nye Beach, City Center, and the

Bayfront. After taking testimony, the Council elected to hold a work session to discuss how they wanted to proceed with the proposed amendments.

15. On January 6, 2020, the City Council met in work session discussed how it wanted to proceed with the proposed amendments, and there was general consensus that there was sufficient business and property owner support to schedule a public hearing on an ordinance to amend the Comprehensive Plan.

16. The City Council held a public hearing on March 2, 2020 regarding the question of the proposed Comprehensive Plan amendments, and voted in favor of their adoption after considering the recommendation of the Planning Commission, testimony, and evidence and argument in the record.

17. Information in the record, including affidavits of mailing and publication, demonstrate that appropriate public notification was provided for the Planning Commission and City Council public hearings.

THE CITY OF NEWPORT ORDAINS AS FOLLOWS:

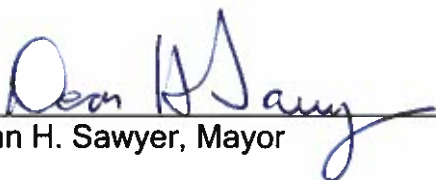
Section 1. Findings. The findings set forth above are hereby adopted in support of the amendments to the Newport Comprehensive Plan adopted by Sections 2 of this Ordinance.

Section 2. Amendment. A Public Parking Facilities Element is hereby added to the Public Facilities chapter of the City of Newport Comprehensive Plan as set forth in the attached Exhibit "A". The body of the amendment, excluding goals and policies, shall be inserted into the chapter after the "Roadway Transportation Facilities" section. The goals and policies shall be inserted in the section titled "Goals and Policies Public Facilities Element," after the heading "Transportation."

Section 3. Effective Date. This ordinance shall take effect 30 days after passage.


Date adopted and read by title only: March 2, 2020

Signed by the Mayor on March 3, 2020.



 Dean H. Sawyer, Mayor

ATTEST:



 Margaret M. Hawker, City Recorder

PUBLIC PARKING FACILITIES

In 2016, the City of Newport commissioned the preparation of a Parking Management Plan to identify strategies to maximize available parking supply in the Bay Front, Nye Beach, and City Center areas of Newport to support a vibrant working waterfront, tourist and general retail oriented commercial businesses, and mixed use neighborhoods. Each of these areas within the City is densely developed with much of the parking demand being met with on-street spaces and public parking lots.

Historically, persons developing commercial property in these areas have been allowed to pay a fee to the City in lieu of providing new off-street parking spaces to address the impacts attributed to their projects. That program proved outdated, and beginning in 2009 business owners petitioned the City to establish Economic Improvement or "Parking Districts" to fund parking system improvements through a business license surcharge. While the Parking Districts have been easier for the City to administer than a "payment in lieu" program, and have allowed for greater involvement from area business owners, neither approach provides a clear, long term strategy for how public parking assets should be managed nor have they generated sufficient funding to make meaningful improvements to the parking system.

Characteristics of each of the study areas is summarized as follows:

Bay Front: A working waterfront with a mix of tourist oriented retail, restaurants, fish processing facilities (e.g. Pacific Seafood), and infrastructure to support the City's commercial fishing fleet. The Port of Newport is a major property owner and a boardwalk and fishing piers provide public access to the bay. The area is terrain constrained, with steep slopes rising up from commercial sites situated along Bay Boulevard.

City Center: A "main street" style cluster of commercial buildings oriented along US 101 between the intersection of US 101 and US 20 and the Yaquina Bay Bridge. Many of the City's public buildings are within this district, including the Lincoln County Courthouse, Newport City Hall, 60+ Center, Recreation & Aquatic Center, and the Samaritan Pacific Hospital.

Nye Beach: A mixed-use neighborhood with direct beach access anchored by Performing Arts and Visual Art Centers. Commercial development is concentrated along Beach Drive and Coast Street, both of which include streetscape enhancements that encourage a dense pedestrian friendly atmosphere. This area includes a mix of retail, dining, lodging, professional services, galleries, single family homes, condominiums, long term and short term rentals.

The Parking Management Plan, prepared Lancaster StreetLab, dated March 9, 2018, includes an inventory and assessment of the condition of public parking assets in these commercial areas; detailed field survey data illustrating the utilization and turnover rates of parking spaces during peak and off-peak periods; a list of capital improvements needed to maintain and improve available parking, including possible upgrades to transit service; and financing strategies to fund needed improvements.

Development of the Parking Management Plan, summarized in this Public Facilities Element of the Newport Comprehensive Plan, was informed by public input from outreach events and the project advisory committee. That committee consisted of individuals representing tourist-oriented retail businesses, commercial fishing interests, seafood processors, residents, and affected government entities. Once the Parking Management Plan was complete, additional outreach was conducted with stakeholders in the community and the project advisory committee, over a period of several months, further refined many of the Plan's concepts and maps resulting in a the final set of recommendations contained in this document.

Existing Public Parking Assets

To inform the preparation of the Parking Management Plan, city staff and the consultant inventoried the public parking assets in the Bay Front, Nye Beach, and City Center areas. Additionally, city staff conducted a field survey to assess the pavement condition of the public parking lots. Much of the work was performed in the spring/summer of 2016. Results were presented to the project advisory committee at its November 2016 meeting, and are summarized in Tables 1 through 3 below.

Table 1: Parking Lots

Facility	Size (SF)	District	# Spaces	Condition
Abbey Street Lot	21,200	Bayfront	53 standard 2 ADA accessible	Poor
Abbey Street (right-of-way)	5,800	Bayfront	10 standard 2 ADA accessible	Good
Case Street (right-of-way)	3,600	Bayfront	6 standard 1 ADA accessible	Good
Canyon Way Lot	23,000	Bayfront	33 standard	Fair
Fall & Bay Street	8,600	Bayfront	13 standard 1 ADA accessible	Poor
Fall & 13 th Street	11,800	Bayfront	22 standard	Fair
Hurbert (right-of-way)	13,400	Bayfront	28 standard	
Lee Street	11,000	Bayfront	19 standard	Good
Hatfield Lift Station	2,000	Bayfront	5 standard	Poor
13 th Street (right-of-way)	3,200	Bayfront	7 standard	Poor
Angle Street Lot	30,000	City Center	53 standard 4 Recreational vehicle 3 ADA accessible	Good
City Hall Campus	57,900	City Center	107 standard 9 ADA accessible	Good
9 th and Hurbert	29,700	City Center	39 standard 5 Recreational vehicle 2 ADA accessible 2 EV charging stations	Fair
US 101 & Hurbert	9,200	City Center	18 standard 2 ADA accessible	Fair
Don & Ann Davis Park	9,800	Nye Beach	25 standard 2 ADA accessible	Good
Performing Arts Center	74,800	Nye Beach	143 standard 8 ADA accessible	Good
Jump-off Joe	6,100	Nye Beach	10 standard	Good
Nye Beach Turnaround	40,400	Nye Beach	45 standard 3 ADA accessible	Poor
Visual Arts Center	12,900	Nye Beach	21 standard 2 ADA accessible	Poor

Table 2: Striped On-Street Spaces

District	Streets	Striping (LF)	# Spaces
Bayfront	Bay Street, Bay Blvd, Canyon Way, Fall Street, Hatfield Drive, Lee Street, Naterlin Drive	5,280	386
City Center	Alder Street, Angle Street, Fall Street, Hurbert Street, Lee Street, US 101, 7 th Street, and 9 th Street	4,830	293
Nye Beach	Coast Street, Olive, and 3 rd Street	2,570	249

Pavement Condition Assessment

A simplified Good-Fair-Poor asphalt pavement rating system was used to gauge the condition of the surface parking areas, with the resulting information being used to estimate funds needed to maintain the lots in good condition.

A Good condition rating was defined as a lot that appeared stable, with minor cracking that is generally hairline and hard to detect. Minor patching and deformation may have been evident.

A Fair condition rating was given to parking surfaces that appeared to be generally stable with minor areas of structural weakness evident. Cracking in these areas was easier to detect. Patching areas may have existed, but were not excessive and deformation may have been more pronounced.

A Poor condition rating was provided for parking areas with visible areas of instability, marked evidence of structural deficiency, large crack patterns (alligatoring), heavy or numerous patches, and/or deformation that was very noticeable.

The following is a brief description of factors that show the degree to which wearing surfaces are worn:

Fatigue Cracking: Sometimes called alligator cracking due to the interconnected cracks which resemble an alligator's skin, fatigue cracking is caused by load-related deterioration resulting from a weakened base course or subgrade, too little pavement thickness, overloading, or a combination of these factors.

Deformation: A distortion in asphalt pavement that is often attributed to instability of an asphalt mix or weakness of the base or subgrade layers. This type of distress may include rutting, shoving, depressions, swelling and patch failures.

Edge Cracking: Edge cracks are longitudinal cracks which develop within one or two feet of the outer edge of pavement. They form because of a lack of support at the pavement edge; which in this case would be poorly managed drainage that is undermining the road surface

Raveling: Raveling is the wearing away of the asphalt cement from the aggregate particles. This can occur as a result of normal wear over time and it can be exacerbated by such conditions as oil dripping from vehicles.

Structural weakness: When pavement conditions wear to the point that there is substantial fatigue cracking, deformation, and/or patching, it can no longer be preserved with a slurry seal and will need to be reconstructed.

The pavement condition assessment was for the travel surface only and did not factor in striping, signing, drainage, railing, sidewalk or other repairs that may be needed.

Fatigue Cracking – Abbey Street Lot (2016)



Maintenance Schedule

The pavement condition assessment informed the development of a maintenance schedule to identify the level of funding the City should reserve annually to maintain the travel surfaces of the public parking lots (Table 3). Lots that are in good condition can be maintained with a chip seal or slurry seal every 5-10 years, and this is typically done up to three times before the surface is reconstructed. Those in fair condition will need to be rebuilt sooner, and those in poor condition are not candidates for a seal coat, as such treatment is unlikely to extend the useful life of the pavement surface.

Annual estimates were further prepared to account for striping and other ancillary repairs that may be needed, such as drainage, sidewalk, or curb replacement. Placeholders were also provided for administration of a permit parking program and metering, should those elements be implemented. The annual maintenance needs were then broken out by commercial area (Table 4).

Table 3: Parking Lot Surface Maintenance Needs.

Parking Lot	District	Size (sf)	Spaces	Condition	1-5 Years	5-10 Years	10-15 Years	15-20 Years
Angle Street Lot	City Center	30,000	65	Good		Seal \$60,000		Seal \$79,500
City Hall	City Center	57,900	112	Good		Seal \$115,800		Seal \$153,435
Don Davis Park	Nye Beach	9,800	25	Good		Seal \$19,600		Seal \$25,970
Performing Arts Center	Nye Beach	74,800	151	Good		Seal \$149,600		Seal \$198,220
Jump-Off Joe	Nye Beach	6,100	10	Good		Seal \$12,200		Seal \$16,165
Lee Street	Bay Front	11,000	19	Good		Seal \$22,000		Seal \$29,150
Abbey (ROW)	Bay Front	5,800	10	Good		Seal \$11,600		Seal \$15,370
Case (ROW)	Bay Front	3,600	6	Good		Seal \$7,200		Seal \$9,540
9 th & Hurbert	City Center	29,700	48	Fair	Seal \$51,678		Rebuild \$198,099	
US 101 & Hurbert	City Center	9,200	20	Fair	Seal \$16,008		Rebuild \$61,364	
Fall & 13 th	Bay Front	11,800	22	Fair	Seal \$20,532		Rebuild \$78,706	
Hurbert (ROW)	Bay Front	13,400	28	Fair	Seal \$23,316		Rebuild \$89,378	
Canyon Way	Bay Front	23,000	33	Fair	Seal \$40,020		Rebuild \$153,410	
Nye Beach Turnaround	Nye Beach	40,000	45	Poor	Rebuild \$203,616		Seal \$92,920	
Visual Arts Center	Nye Beach	12,900	21	Poor	Rebuild \$65,016		Seal \$29,670	
Fall & Bay	Bay Front	8,600	13	Poor	Rebuild \$43,344		Seal \$19,780	
Abbey Lot	Bay Front	21,200	53	Poor	Rebuild \$106,848		Seal \$48,760	
13 th (ROW)	Bay Front	3,200	7	Poor	Rebuild \$16,128		Seal \$7,360	
Hatfield Lift Station	Bay Front	2,000	5	Poor	Rebuild \$10,080		Seal \$4,600	
					Cost: \$596,586	\$398,000	\$784,047	\$527,350
							Total Cost:	\$2,305,983
							Annual	\$115,299

Table 4: Annual Maintenance Expenses

Parking District	Lot Resurfacing ¹	Ancillary Repairs ²	Striping	Permit Program ³ (if implemented)	Metering ³ (if implemented)	Total
Bayfront	\$37,850	\$9,450	\$1,850	\$10,000	\$28,800	\$87,950
City Center	\$36,800	\$9,200	\$1,900	Not recommended	Not recommended	\$47,900
Nye Beach	\$30,500	\$7,650	\$1,450	\$10,000	\$13,200	\$62,800

1. Costs from pavement condition assessment prepared as part of parking study. Resurfacing costs proportioned by district with the cost of the Nye Beach Turnaround project being backed out since it has been funded with other resources.

2. Ancillary costs include repairs to drainage system, sidewalks, walls and railing when lots are resurfaced. Assumes 25% of resurfacing cost.

3. Annual maintenance costs are as outlined in the Study (\$500/pay station and \$100/sign).

Outreach

Buy-in from business owners, residents, and other affected parties is essential to the success of a parking management plan. To this end, a series of public meetings were held at the outset of work on the Parking Management Plan, with the goal of obtaining public input on opportunities and constraints with regard to parking management.

Meetings were held from 6:00 to 8:00 pm during the second week of April, 2016. One meeting was held for each of the three Parking Districts. The City Center district meeting was held on Tuesday April 12th; the Nye Beach district meeting was held on Wednesday April 13th, and the Bayfront District Meeting was held on Thursday April 14th. All meetings were open to the public and advertised publicly in advance of the meeting.

Before each of the above meetings, a walking tour of the study area took place that included the consulting team and a small handful of local stakeholders and business owners. These were advertised to local business owners and other stakeholders who have been active within management of the existing parking districts. In tandem with the formal meetings in the evening, this process provided an opportunity for additional public input during which some issues and potential solutions were discussed and incorporated into the Parking Management Plan.

Once the study was completed an additional round of outreach was conducted during the summer of 2018 with Bayfront, Nye Beach, and City Center businesses; the Port of Newport and commercial fishing community; Bayfront processors; Chamber of Commerce, and Rotary. Members of the project advisory committee and city staff attended each meeting and provided an overview of the study's recommendations. Feedback obtained at these meetings was used by the advisory committee to fine tune the studies recommendations.

Parking Management Plan Methodology

In order to gain an understanding of parking demand within each of the respective parking management areas, a detailed study of parking demand and utilization was conducted. The primary study days were Saturday August 27, 2016 and Saturday December 10, 2016. These days were selected because they were expected to represent typical weekend days (i.e., no special events or other unusual factors) during the peak tourism season and the slowest period of the year for tourism, respectively. Additional observations were conducted on Thursday August 25, 2016 in order to study differences between weekday and weekend demand patterns. The results of this analysis heavily inform the management recommendations that follow, and were used to project potential revenues and maintenance needs.

The methodology employed for this analysis consisted of two steps: an inventory of parking supply, including the number and types of stalls, followed by peak and off-peak occupancy and demand observations. To complete the first step, an inventory of the supply of parking stalls was conducted, tracking the number and location of parking spaces along each block face as well as designated users, maximum time stays, and other pertinent information as applicable. Locations and capacities of parking lots were recorded, and for on-street spaces, whether or not a space was marked was recorded. The inventory was conducted utilizing a tablet PC. Data collected in this step was used to set up data collection tools in the form of spreadsheets, to be used during the following step.

Following the inventory step, parking demand data was collected. The study area consisted of routes containing approximately 30 to 35 block faces of on-street parking as well as any lots along the route. Four routes were in Nye Beach, three were the Bayfront, and one was within the City Center district. Route sizes and configurations were designed such that data collectors were able to walk and collect data over the entire route once per hour without needing to work excessively quickly. Each parking space within the study area was thus visited once per hour from 10:00 AM to 7:00 PM.

The data were collected on tablet PCs utilizing the route-optimized spreadsheets created during the inventory phase. During each hourly orbit of a given route, the first four digits of the license plate of each vehicle parked in a stall along the route were recorded, to allow for analysis of both occupancy and duration of stay.

Occupancy curves in Figures 1 to 3 below show overall parking occupancy throughout the study area for weekdays. In these figures, the time of day is shown on the horizontal axis and the percent of available parking that was observed to be occupied is shown on the vertical axis. Additionally, a line indicating an occupancy level of 85% is shown-this occupancy level is generally considered to be indicative of 'functionally full' parking. At parking occupancies at or near 85%, high instances of illegal parking, congestion attributed to vehicles cruising for parking, and other undesirable behaviors are often observed from frustrated drivers. Parking areas that are functionally full are candidates for "metering" as a tool to improve parking turnover.

Figure 1: City Center Parking Utilization

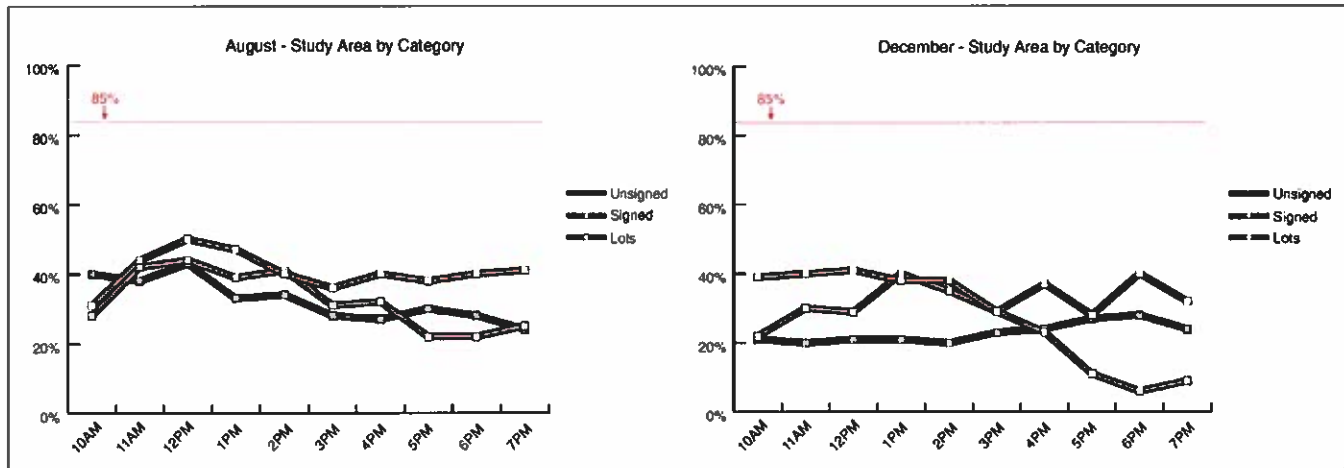


Figure 2: Nye Beach Parking Utilization

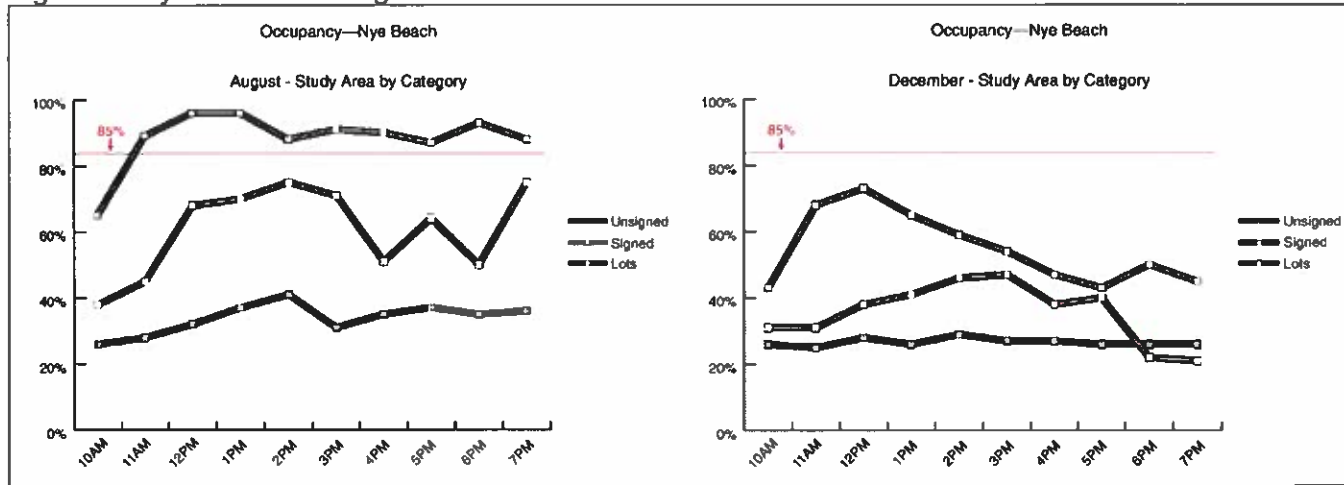
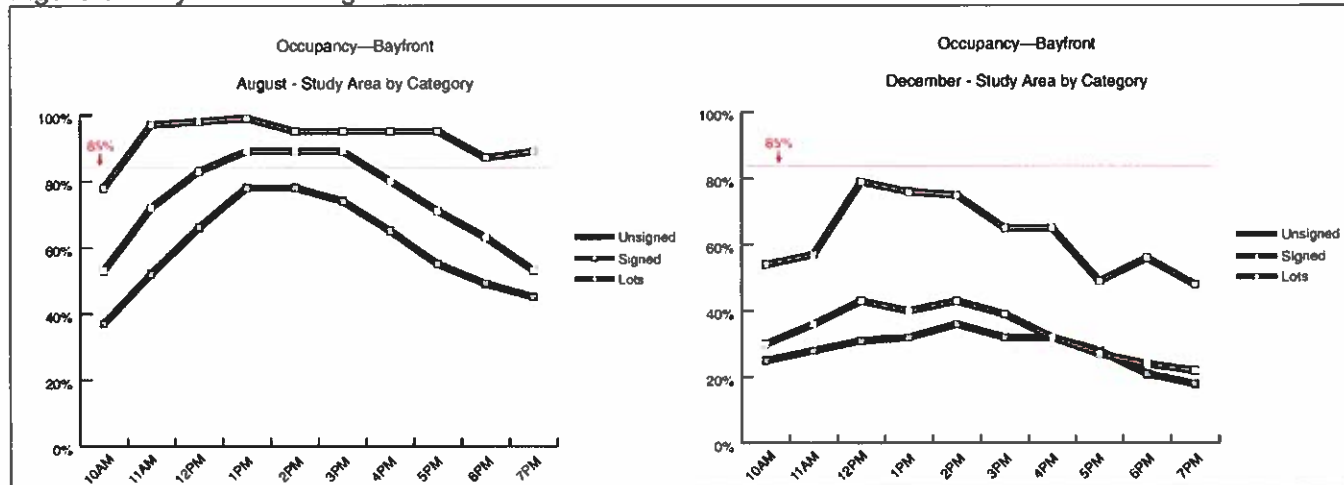


Figure 3: Bayfront Parking Utilization



Survey data was also used to identify the percentage of overall occupancy (hourly), percentage occupancy by street block (hourly), average stay length (Signed, Unsigned, Overall Study Area), percentage overstays (Signed Stalls), Unique Vehicle Served Daily (Signed Stalls). It is broken down in charts graphics, with more detailed analysis, in the Lancaster Parking Management Plan, included in the appendices to this Plan.

Recommendations

Recommendations from the Lancaster Parking Management Plan, as amended by the project advisory committee, are summarized below and further refined in the goals and policies section of the Public facilities Element of the Newport Comprehensive Plan.

Demand Management

- Implement metered zones, permit zones, and hybrid permit/meter zones for high demand areas along the Bayfront as generally depicted in Figure 4 below. Conduct further outreach with the Nye Beach community to assess whether or not a scaled down metering concept, focused on core commercial areas as depicted in Figure 5 below, is acceptable or if a non-metering option that consists of fees and/or permit parking is preferable.
- Support metering with permit program for residents, businesses and the fishing community.
- Meter revenues in excess of administrative costs should be dedicated to prioritized parking system investments.
- Evaluate measures on an ongoing basis with attention to economic, land use and related factors that influence parking demand.

Wayfinding and Lighting

- Improve branding of city-owned parking lots and facilities and wayfinding between parking areas and destinations.
- Focus wayfinding efforts on under-utilized facilities such as the Hurbert Street lots and Performing Arts Center lot.
- Adjust signage to encourage RV parking and circulation outside of high demand areas along the Bayfront and in Nye Beach.
- Improve street lighting to create a better walking environment and to help activate under-utilized parking in poorly lit areas.

Parking Improvements

- Explore opportunities for the City and Port of Newport to partner on a project to add an east gangway access to Port Dock 5 to make Port property more attractive for parking
- Coordinate with the Port on opportunities to more efficiently store and/or rack gear to free up parking on Port property
- Restripe side street parking areas and lots with worn pavement markings (e.g. Canyon Way) to improve efficiently
- A key component is metering public parking in portions of the Bayfront and potentially Nye Beach.

Code Revisions

- Add code provisions to allow pervious pavement and other comparable alternatives to paved surfaces for areas suitable for temporary parking
- Allow temporary parking on undeveloped properties during extreme demand periods
- Eliminate minimum off-street parking requirements for new development and redevelopment in metered and permit zones (for most uses)



Figure 4: Bay Front Parking Management Alternative

Image Taken July 2018
 4-inch, 4-band Digital Orthophotos
 Quantum Spatial, Inc. Corvallis, OR

City of Newport
 Community Development Department
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644
 769 SW Coast Highway
 Newport, OR 97365

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Legend

On-Street Spaces

- Paid Only
- Paid / Permit
- Permit / Timed
- Unrestricted

Public Parking Lots

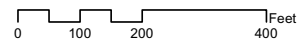
- Paid
- Permit / Timed
- Unrestricted



City of Newport
 Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

Figure 5: Nye Beach Parking Management (Alternative)

Image Taken July 2018
 4-inch, 4-band Digital Orthophotos
 Quantum Spatial, Inc. Corvallis, OR



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Metering, in conjunction with permit and timed parking, is the most significant change recommended by the Parking Management Plan and is proposed as a demand management option at this time because:

- There are not enough parking spaces along the Bay Front and portions of Nye Beach to meet demand.
- Metering with permit parking is an opportunity to improve turnover in high demand areas while enhancing revenues for needed parking improvements.
- Existing revenue is insufficient to address maintenance needs let alone pay for additional supply.
- Resulting condition creates significant congestion and safety issues.
- Timed parking alone, coupled with enforcement will not address the supply problem (observed overstays 5-7%).
- Improvements to wayfinding and lighting, while important, similarly cannot contribute a meaningful number of additional spaces.
- Development opportunities, particularly on the Bayfront, are constrained by the lack of parking.
- Opportunities to add supply or supplement transit services are expensive and require dedicated revenue sources that do not presently exist.

A standing parking advisory committee, with representatives from the three commercial areas should be established to provide oversight. Responsibilities could include:

- Engage policy makers, city committees, staff, and partner organizations to plan for, and facilitate the implementation of parking and other transportation related improvements;
- Provide recommendations regarding city parking policies and programs, including maintenance of parking and related infrastructure, fees, wayfinding, and parking enforcement;
- Advocate and promote public awareness of parking and related initiatives, community engagement, and other efforts to achieve desired policy outcomes.

Capital Projects

The following is a list of capital projects recommended to enhance the availability or improve the supply of available parking. A transit option was explored to provide users an alternative method of transportation to and from the Bay Front, City Center and Nye Beach. A vanpool/carpool option was also discussed; however, further analysis is needed to determine how the mechanics of such a program would work given the employment dynamics in these areas.

Table 5: Potential Capital Projects

Parking System Enhancements (Per study except for refined meter information)

Description	Upfront Cost	Annual Cost (2018)
Implementation of Metered Areas (Bay Front and Nye Beach)	\$634,750	\$42,000
Implementation of Metered Areas (Bay Front Only)	\$435,000	\$28,800
Newport Transit Loop		\$200,000+
Expanded Striping to Un-Marked Spaces (ref: difference between Table 2 and Table 6)	\$10,000	\$5,000
Improved Lighting at 3 rd & 6 th Street	\$235,000	\$45,000
Gangway from Port parking area to east end of Port Dock 5	\$250,000 - \$750,000	\$7,500
Enhance City-Wide Wayfinding System	\$25,000 - \$125,000	\$5,000
Nye Beach Area Structured Parking	\$2,400,000	\$15,000
Bayfront Structured / On-Pier Parking	\$4,000,000	\$25,000

The Lincoln County adopted a new transit development plan at the same time the Parking Management Plan was being developed. The transit plan includes an enhanced loop between Nye Beach and the Bayfront that utilizes City Hall as a transfer station.

Time: 15-minutes from Nye Beach to City Hall and City Hall to the Bayfront.

Equipment: One new bus

Cost: \$201,000 year

Financing

Outlined below are metering and non-metering options for funding parking system improvements. The metering options are limited to the Bayfront and Nye Beach and align with the concept for paid only, paid/permit, and permit/timed concepts depicted on Figures 4 and 5. A breakdown of the spaces that would be subject to these concepts is listed below in Table 6. Accessible parking spaces in these areas would not be subject to meter limitations.

Figure 6: Newport Transit Loop



Table 6: Public Parking in Meter/Permit Concepts

Parking Stall Management (By Type)

District	Type	Paid Only	Paid / Permit	Permit / Timed	Unrestricted
Bay Front	On-Street ¹	144	117	242	72
	Public Lot	0	103	52	23
Nye Beach	On-Street ¹	9	105	268	747
	Public Lot	45	0	21	186

¹ Includes unstriped parallel parking spaces in the totals, leading to a larger count than the figures reflected in Table 2.

Table 7: Paystation Pricing

Meter Options

Parking District	# Spaces	# Paystations ¹	Paystation Cost ¹	Signage Cost ²	Total Cost
Bay Front	364	43	\$344,000	\$91,000	\$435,000
Nye Beach	159	20	\$160,000	\$39,750	\$199,750

¹ Roughly one kiosk per eight spaces with adjustments based on lot/street configuration. Price of \$8,000 per kiosk as noted in Study.

² Signage cost of \$1,250 (sign and post) and assumes one sign per five parking spaces (per the Study). There would likely be cost savings attributed to re-use of existing poles.

Table 8: Meter Revenues

Annual Revenues (Assumes no Business License Surcharge)

Parking District	Meter ¹	Permit (Aggressive) ²	Permits (Conservative) ³
Bay Front	\$292,000	\$37,000	\$25,700
Nye Beach	\$134,000	\$28,400	\$19,700

1 Peak demand assumes \$1.00 hour seven days a week from 11am – 5pm, June through September. Meters are weekends only for other months. Assumes same Phase 1 per stall revenue as study.

2 Assumes annual sales at 120% of available spaces in all paid permit and permit timed areas. Priced at \$60.00 per permit. Could be district specific or area wide.

3 Assumes annual sales at 50% of available spaces in all paid permit and permit timed areas. Priced at \$100.00 per permit. Could be district specific or area wide.

Initial installation of meters would need to come from existing city funding sources. Once implemented, anticipated meter revenue is expected to exceed annual expenses and would provide a funding stream to enhance the parking system. The non-meter option (Table 9) relies upon business license and permit parking fees, which could be supplemented with other city funding sources to maintain status quo and low cost enhancements (i.e. striping and wayfinding). For Nye Beach, new revenue could be generated by expanding the boundary of the area where business license surcharges are collected. There is less of an opportunity to do the same in the Bay Front; however, reinstating contributions from the Port of Newport coupled with increases to existing business license surcharges may generate sufficient funds if paired with a parking permit program.

Table 9: Non-Meter Alternative

No-Metering Alternative (Timed Parking with Permits)

Bayfront		Nye Beach	
Maintenance Needs (Table 4)	\$58,350	Maintenance Needs (Table 4)	\$49,600
Current Business License Surcharge Revenue ¹	\$13,750	Current Business License Surcharge Revenue	\$6,450
Maintenance Shortfall	-\$44,600	Maintenance Shortfall	-\$43,150
New Revenue from Parking Permits ²	\$25,700	New Revenue from Parking Permits ¹	\$19,700
New Revenue from Business License Surcharge Fees ³	\$18,900	New Revenue from Business License Surcharge Fees ²	\$23,450

1 This amount would be increased by \$6,000 if the Port of Newport and City of Newport were to execute a new intergovernmental agreement committing the Port to ongoing annual contributions on behalf of the commercial fishing interests.

2 Assumes annual sales at 50% of available spaces in all areas identified as paid, paid permit, or timed permit. Priced at \$100.00 per permit. Could be district specific or area wide.

3 Fees are scalable and the amounts listed reflect what is needed to cover anticipated maintenance costs.

Consideration should be given to phasing fee increases in over time. If other revenue sources become available that can be dedicated to maintenance and/or enhancement of the parking assets then adjustments should be made to the fee structure to ensure equitable contributions from various user groups.

GOALS AND POLICIES PUBLIC FACILITIES ELEMENT

PUBLIC PARKING

Goal 1: Maximize the available parking supply in Nye Beach, Bay Front, and City Center areas to support a vibrant working waterfront and retail-oriented, tourist commercial businesses, and mixed-use neighborhoods.

Policy 1.1: Promote the use of under-utilized public parking areas.

Implementation Measure 1.1.1: Improve branding of City-owned parking lots and facilities and wayfinding between parking areas and destinations.

Implementation Measure 1.1.2: Add street lighting to create a better walking environment and to help activate parking in poorly lit areas.

Implementation Measure 1.1.3: Adjust signage to encourage RV parking in the Hurbert Street lot and along Elizabeth Street.

Implementation Measure 1.1.4: Identify specific measures that can be taken to enhance visibility and increase the use of the Hurbert Street lots and Performing Arts Center lot.

Policy 1.2: Promote alternative modes of transportation to reduce vehicle trips to and from Nye Beach and the Bayfront.

Implementation Measure 1.2.1: Support efforts to establish a rapid transit loop between the Bayfront, City Center, and Nye Beach as outlined in the Lincoln County Transit Development Plan (April 2018).

Implementation Measure 1.2.2: Coordinate with area employers on opportunities to expand carpool or vanpool options.

Implementation Measure 1.2.3: Continue to expand the bicycle and pedestrian network to improve connectivity and user options.

Policy 1.3: Consider demand management strategies to improve parking turnover for public parking areas where occupancies are “functionally full” (i.e. at or near 85% percent during peak periods).

Implementation Measure 1.3.1: Pursue metered zones, hybrid paid / permit, and hybrid permit / timed zones for high demand areas along the Bayfront.

Implementation Measure 1.3.2: Support metering, where implemented, with a parking permit program.

Implementation Measure 1.3.3: Conduct outreach with the Nye Beach community to address whether or not a non-metering concept, focusing on

options that consist of fees, permit parking, or other dedicated funding sources is preferable.

Policy 1.4: Investigate opportunities to enhance the supply of public and privately owned parking through strategic partnerships in a manner that best leverages limited funding.

Goal 2: Maintain public parking assets so that they are suitable to meet the needs of all users.

Policy 2.1: Develop financing strategies that secure equitable contributions from parties that benefit from and utilize public parking.

Implementation Measure 2.1.1: Metering should be directed to peak demand periods, as opposed to year round, with a baseline for pricing that is consistent with the recommendations contained in the Newport Parking Management Plan (March 2018).

Implementation Measure 2.1.2: In areas where metering is not implemented, fees from businesses and users should be adjusted to cover anticipated maintenance costs, unless other revenue sources are identified for that purpose.

Implementation Measure 2.1.3: Revenues generated from public parking meters, permits or other fees should be dedicated to public parking, and not used to support other city programs.

Implementation Measure 2.1.4: Business license surcharge fees now imposed in the Bayfront, Nye Beach, and City Center should be expanded to apply to short-term rentals, but otherwise maintained in their present form until other funding sources are established.

Policy 2.2: Establish a program for routine maintenance of public parking lots.

Implementation Measure 2.2.1: Incorporate scheduled resurfacing, striping, and reconstruction of the public parking lots into the City's Capital Improvement Plan.

Policy 2.3: Consider adjustments to funding maintenance of public parking areas in City Center once the urban renewal funded transportation system planning effort for that area is complete.

Policy 2.4: Evaluate parking management practices at the City Hall Campus to ensure available parking is sufficient to meet anticipated needs.

Goal 3: Implement changes to how the City manages public parking in a manner that is easily understood by the public, meets the needs of area businesses and residents, recognizes seasonality of certain uses, and is effectively enforced.

Policy 3.1: Ensure city codes and policies provide a clear administrative framework for implementing metering, permitting, or other regulatory tasks.

Policy 3.2: Identify opportunities to facilitate economic development and enhance livability in areas where parking is limited.

Implementation Measure 3.2.1: Add code provisions to allow pervious pavement and other comparable alternatives to paved surfaces for areas suitable for temporary parking.

Implementation Measure 3.2.2: Allow temporary parking on undeveloped properties during extreme demand periods.

Implementation Measure 3.2.3: Reduce or eliminate minimum off-street parking requirements for new development or redevelopment in metered and meter/permit zones.

Policy 3.3: Scale code enforcement resources commensurate to the demands of the parking program.

Goal 4: Provide opportunities for the public to inform city decision making related to the management of public parking areas.

Policy 4.1: Provide a structured method for members of the public to advise policy-makers and staff on how the city might best leverage and invest in its parking and transportation-related assets.

Implementation Measure 4.1.1: Establish a standing parking advisory committee, with representation from affected areas.

Implementation Measure 4.1.2: Utilize public processes to evaluate parking measures on an ongoing basis with attention to economic, land use and related factors that influence parking demand.

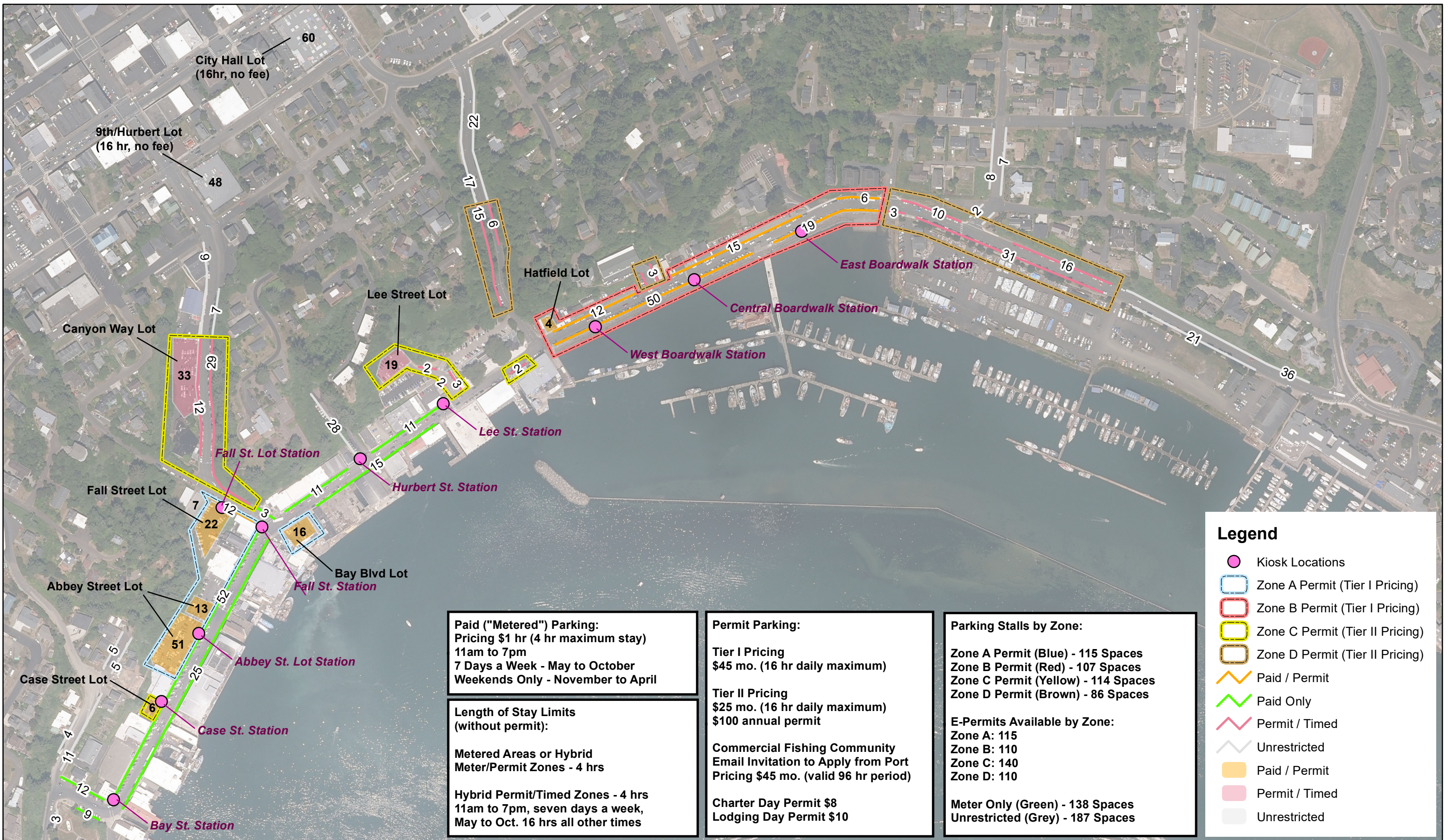
- Legend**
- On-Street Spaces**
- Paid Only
 - Paid / Permit
 - Permit / Timed
 - Unrestricted
- Public Parking Lots**
- Paid
 - Permit / Timed
 - Unrestricted



Figure 5: Nye Beach Parking Management (Alternative)



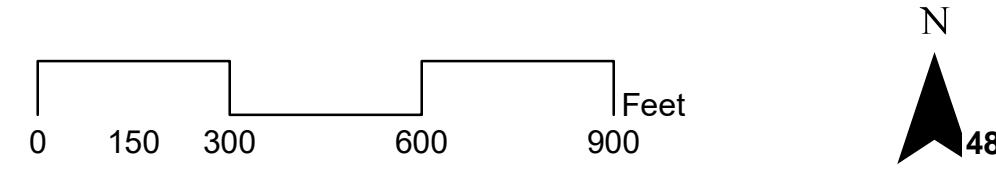
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NEWPORT
 City of Newport
 Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

Bay Front Parking Management Plan

Aerial Image Taken 2021
 4-inch, 4-band Digital Orthophotos
 Date: October 13, 2023 (v9)



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Sherri Marineau

From: Derrick Tokos
Sent: Tuesday, August 20, 2024 7:55 AM
To: Sherri Marineau
Subject: FW: Bayfront Signs
Attachments: IMG_0860.jpeg

For Wednesday night's meeting.

Derrick

From: Travis Tibbetts <T.Tibbetts@NewportOregon.gov>
Sent: Monday, August 19, 2024 4:47 PM
To: Derrick Tokos <D.Tokos@NewportOregon.gov>
Cc: Justin Scharbrough <J.Scharbrough@NewportOregon.gov>; Robert Moser <R.Moser@NewportOregon.gov>
Subject: Re: Bayfront Signs

Derrick,

Attached above are our three sizing options "paid parking begins/ends. I am planning on having the posts and signage requests completed by the end of next week.

- Travis

Get [Outlook for iOS](#)

From: internal\T.Tibbetts@internal.thecityofnewport.net <internal\T.Tibbetts@internal.thecityofnewport.net>
Sent: Thursday, August 15, 2024 4:50 PM
To: Derrick Tokos <D.Tokos@NewportOregon.gov>
Cc: Justin Scharbrough <J.Scharbrough@NewportOregon.gov>; Robert Moser <R.Moser@NewportOregon.gov>
Subject: Re: Bayfront Signs

Derrick,
I'll have that to you on Monday.

- Travis

Get [Outlook for iOS](#)

From: Derrick Tokos <D.Tokos@NewportOregon.gov>
Sent: Thursday, August 15, 2024 3:51:15 PM
To: Travis Tibbetts <T.Tibbetts@NewportOregon.gov>
Cc: Justin Scharbrough <J.Scharbrough@NewportOregon.gov>; Robert Moser <R.Moser@NewportOregon.gov>
Subject: Bayfront Signs

Hi Travis,

Could you email me the details of the entering/exiting metered parking area signs that you are fabricating? I'd like to run them by the Parking Advisory Committee when they meet next Wednesday. Also, do you have a sense of timing for the additional signs that you'll be installing (per our walk through on July 30th)?

Derrick I. Tokos, AICP

Community Development Director

City of Newport

169 SW Coast Highway

Newport, OR 97365

ph: 541.574.0626 fax: 541.574.0644

d.tokos@newportoregon.gov

Sherri Marineau

From: Derrick Tokos
Sent: Tuesday, August 20, 2024 10:09 AM
To: Sherri Marineau
Subject: FW: Parking Agenda
Attachments: Boot Warning Notice English-Spanish 8-8-24.pdf

For the Parking Advisory Committee meeting.

Derrick

From: Jason Malloy <J.Malloy@newportpolice.net>
Sent: Tuesday, August 20, 2024 7:58 AM
To: Derrick Tokos <D.Tokos@NewportOregon.gov>
Subject: Parking Agenda

The parking code has specific language about vehicle immobilization if you want to include. By the meeting, I will hope to have statistics about the quantity of boot eligible vehicles.

Jason Malloy
Chief of Police
City of Newport
169 SW Coast Highway
Newport, Oregon 97365
541.574.3348 office
541.574.0643 fax
www.newportpolice.net



WARNING

DO NOT MOVE THIS VEHICLE

(FORWARD OR BACKWARD MOVEMENT MAY RESULT IN SERIOUS DAMAGE)

IMMOBILIZATION NOTICE

License No.	State	Year
Make	Model	Color

This vehicle has been immobilized by The City of Newport under Municipal Code 6.50 for outstanding parking fines.

RELEASE: Arrangements for release of this vehicle must be made with **The City of Newport, 169 SW Coast Hwy, 541-574-3348**, Monday – Thursday, 8:00 a.m. – 5:00 p.m. Weekends and holidays excluded. Arrangements for the release must be made within 24 hours after installation of this device, or the vehicle may be removed from the street and impounded. To secure release of this vehicle, payment must be made for all outstanding parking fines, and for the applicable immobilization and/or impoundment fee. Payment must be made in CASH, MONEY ORDER, CERTIFIED CHECK, or acceptable credit card. Personal checks ARE NOT accepted.

DAMAGE TO IMMOBILIZATION DEVICE: This device is the property of the City of Newport. ANY DAMAGE SHALL MAKE THE OFFENDER LIABLE FOR THE DESTRUCTION OF CITY PROPERTY. REMOVING THIS DEVICE, OR MOVING THIS VEHICLE BY ANY MEANS OR IN ANY MANNER BEFORE AN OFFICIAL RELEASE IS OBTAINED, CONSTITUTES A SEPARATE AND ADDITIONAL OFFENSE THAT MAY SUBJECT THE OFFENDER TO CRIMINAL PENALTIES.

The City of Newport assumes no liability for loss or damage to this vehicle or its contents while so immobilized. Attempting to operate this vehicle while the immobilizing device is attached may result in serious damage to the vehicle.

IMMOBILIZATION DEVICE PLACED:	
Location:	
Date:	Time:
Officer:	Officer ID #:

ADVERTENCIA

NO MUEVA ESTE VEHÍCULO

(EL MOVIMIENTO HACIA ADELANTE O HACIA ATRÁS PUEDE RESULTAR EN DAÑOS GRAVES)

AVISO DE INMOVILIZACIÓN

Licencia No.	Estado	Año
Fabricante	Modelo	Color

Este vehículo ha sido inmovilizado por La Ciudad de Newport bajo el Código Municipal 6.50 por multas de estacionamiento pendientes.

LIBERACIÓN: Los arreglos para la liberación de este vehículo deben hacerse con **La Ciudad de Newport, 169 SW Coast Hwy, 541-574-3348**, de Lunes a Jueves, de 8:00 a.m. a 5:00 p.m. Fines de semana y días festivos excluidos. Los arreglos para la liberación deben hacerse dentro de las 24 horas posteriores a la instalación de este dispositivo, o el vehículo puede ser retirado de la calle e incautado. Para asegurar la liberación de este vehículo, se deben realizar pagos por todas las multas de estacionamiento pendientes y por la tarifa de inmovilización y / o incautación aplicable. El pago debe hacerse en EFECTIVO, GIRO POSTAL, CHEQUE CERTIFICADO O TARJETA DE CRÉDITO ACEPTABLE. NO se aceptan cheques personales.

DAÑO AL DISPOSITIVO DE INMOVILIZACIÓN: Este dispositivo es propiedad de La Ciudad de Newport. CUALQUIER DAÑO HARÁ QUE EL INFRACTOR SEA RESPONSABLE DE DESTRUCCIÓN DE PROPIEDAD DE LA CIUDAD. RETIRAR ESTE DISPOSITIVO, O MOVER ESTE VEHÍCULO POR CUALQUIER MEDIO O DE CUALQUIER MANERA ANTES DE QUE SE OBTENGA UNA AUTORIZACIÓN OFICIAL, CONSTITUYE UN DELITO SEPARADO Y ADICIONAL QUE PUEDE SOMETER AL INFRACTOR A SANCIONES PENALES.

La Ciudad de Newport no asume ninguna responsabilidad por la pérdida o daño de este vehículo o su contenido mientras esté inmovilizado. Intentar operar este vehículo mientras el dispositivo inmovilizador está conectado puede resultar en daños graves al vehículo.

DISPOSITIVO DE INMOVILIZACIÓN COLOCADO:	
Ubicación:	
Fecha:	Hora:
Oficial:	Identificación del oficial #:

WARNING **ADVERTENCIA**
VEHICLE **VEHÍCULO**
IMMOBILIZED **INMOVILIZADO**

DO NOT **NO**
MOVE THIS **MOVER ESTO**
VEHICLE **VEHÍCULO**



operation.
 "Approximately two hours after the boy went missing, an alert employee from the Oregon Coast Aquarium noticed a juvenile playing in the mud flats approximately 300 feet off Southeast 30th

See **CHILD**, page A6

Paid parking on Bayfront achieving initial goals

STEVE CARD
 Lincoln County Leader

On May 1, a pay-to-park program on the Newport Bayfront officially took effect, and after the first three months, the program appears to meeting expectations.

"We need to continue to monitor this through a full season to really fully understand it, but I think it has been very effective in a few areas," Newport Community Development Director Derrick Tokos said in a recent interview with the Lincoln County

Leader. "It's been effective at changing parking behavior with those regular users of the Bayfront. We've had a lot of turnover and tourist usage of that large public parking lot next to Rogue and the mini-mart. That wasn't an option in the past because it was fully utilized by people working down on the Bayfront." He said right now it appears vehicles are turning over at least 20

See **PARKING**, page A4



A visitor to the Newport Bayfront uses his phone to scan a QR code at a pay station that automatically allows him to pay the required parking fee online. (Photo by Steve Card)



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TIRE CENTER

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He enjoyed muscle cars, motorcycles, rock and roll, watching football and playing his guitar. He loved looking at the commercial fishing vessels, reminiscing about his younger years of crab fishing out of Newport, Or and cod fishing in Kodiak, AK.

Deeno fiercely loved his brothers and sisters, their children and grandchildren. He expressed his love for them as often as he could.

His greatest accomplishment was reuniting with his first love Bonnie. Their love is a true love story. The life they built together was one of passion, joy, and blessings, that is beautiful and enduring. He will be missed by all.

There will be a celebration of life for Deeno on Saturday, Sept. 28, 2024 at Yaquina State Park at the Fisherman's Memorial, in Newport, Or. At 1 p.m.

bassai Blanchard

1992 - 2024

Struggled with addiction had made his share of mistakes. The support of grandparents and their church community was a source of strength for him. He helped care for his beloved grandfather, in Blanchard, who preceded him in death in 2021.

He moved to Florida in 2021 for a fresh start. He moved to New Jersey in 2023 to be near his parents and youngest sister. There, he rediscovered his love for the sport of fencing at Princeton Interscholastic Fencing Club, where his father is head coach. He decided to return to Florida in March of 2024 for an employment opportunity.

He was a "gentle giant" as he stood over 6' tall - he had not any oily or malicious bone in his body. He deeply loved his grandparents and parents and was a loyal friend. He loved animals, fishing, playing chess, and

was an avid reader of sci-fi and fantasy book series. He liked to draw, having inherited his grandparents' and father's artistic talents. He liked cooking and was known to make a good shrimp alfredo.

He leaves behind his parents, Sam and Cate Blanchard of Princeton, New Jersey, and Annette Parker of Bellingham, Washington; his sisters Jessica LeDuc (Michael) of Portland, Ursula Blanchard of Burnaby, British Columbia, and Phoebe Blanchard of Princeton, New Jersey; his grandmother, Merry Ann Blanchard of Lincoln City; his Aunt Andrea Whitaker (Ben) of Sherwood; his former partner, Teresa Barnes of Lakeland, Florida; his two nephews and several cousins.

A private memorial will be held. He will be cremated privately and private memorial services will be arranged at a later date.

a.m., commission meeting room, county courthouse, Newport. For info, go to www.co.lincoln.or.us.

Yachats City Council: 1 p.m., Yachats Commons.

Lincoln City Parks & Recreation Board: 2:30 p.m., community center, 2150 NE Oar Place.

Toledo City Council: 6 p.m., council chambers, city hall.

courthouse, Newport.

Lincoln City Sustainability Committee: 3 p.m., NW Conference Room, city hall.

Depoe Bay City Council: 5 p.m., work session, city hall.

MONDAY, AUG. 26

Waldport Planning Commission: 2 p.m., city hall.

Council, 5 p.m., Council chamber, city hall.

Newport Planning Commission: 6 p.m. work session, 7 p.m. regular session, council chambers, city hall.

TUESDAY, AUG. 27

Port of Newport Board of Commissioners: 6 p.m., 600 SE Bay Blvd., Newport.

PARKING

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to 30 minutes more frequently than without the system.

In addition to paying for parking on an hourly basis, people can purchase an e-permit that allows them to park in the area.

"With the e-permits, people have made a choice. 'Do I want to obtain a permit, and if so, in what area, at what price point or do I want to park in the free parking areas that have been carved out?'" Tokos said. "And on the commercial fishing side, the port has seen more robust use of its parking facilities at Port Dock 7. That's why those are there, so that's freed up some of those spaces along Bay Boulevard on the east side."

When the city began plans to implement this new parking system, it was also important that the revenue generated would cover the costs. "We are tracking revenue too," Tokos said, "because this program needs to be self-sufficient to be able to pay for parking enforcement and to pay for the maintenance and improvements of those parking assets.

"The last time I ran a report was Aug. 5, and across all platforms," he added. "We had about

\$200,000 that's been collected, over 62,000 transactions. The bulk of that is on the hourly that tourists are paying. That's at about \$140,000. E-permits is just under \$40,000, and tickets was about \$23,000."

The figure for parking tickets being issued is actually for the entire calendar year, he said, and it includes the Nye Beach area, which doesn't have paid parking but still sees a number of parking violations.

Only about half of the parking tickets written for violations have been paid, according to a report given by Tokos to the Newport City Council at its meeting on Aug. 5. "Collections are about 50 percent, which is reasonably good and kind of typical when it comes to parking tickets," he said.

The fee for the initial parking ticket is \$20, which increases to \$45 if not paid within 10 days, and then to \$65 if not paid within 20 days.

The city contracts with a company called T2 Systems for its Bayfront program, which uses a license plate recognition system that lets the parking enforcement officer know whether the required fee has or hasn't been paid for any particular vehicle. At the Aug. 5 city council meeting, it was proposed that the contract with T2 Systems

be amended to include collections of past-due parking tickets.

"When we initially implemented the Bayfront parking management solution, collections was an item we didn't pick up," Tokos told council members. "We had enough other stuff we were tackling trying to get that whole program moving forward. But it is timely now ... we have a number of those parking tickets that haven't been paid that are getting old, and collection services is where you would normally send them."

If T2 Systems handles the collections of unpaid tickets, the company charges a fee of 30 percent on any collections made.

"This is not a major money maker (for T2 Systems)," Tokos said. "They do this across all of their customer base, so that's how that makes sense for them. You're talking about somewhere between \$15,000 and \$25,000 a year, is probably what they will be pulling in based on how successful they are in reaching out to folks who haven't paid their parking tickets."

The city council unanimously approved a motion authorizing an addendum to the city's contract with T2 Systems to include collections of overdue parking tickets.