

**City of Newport
Parking Advisory Committee Minutes
April 17, 2024**

LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	Time Start: 6:27 P.M.
Time End: 6:58 P.M.	

ATTENDANCE LOG/ROLLCALL

COMMITTEE MEMBER	STAFF
Chair Janell Goplen (by video)	Derrick Tokos, Community Development Director
Aracelly Guevara	Sherrri Marineau, Community Development Dept.
Aaron Bretz (absent)	Donald Valentine, Community Service Officer (by video)
Gary Ripka (by video)	Travis Reeves, IT Dept.
Bill Branigan (by video)	Travis Tibbetts, Public Works Streets
Doretta Smith (absent, excused)	
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 March 20, 2024</p>	<p>Motion by Bill Branigan, seconded by Janell Goplen to approve the minutes of March 20, 2024 as written. Motion carried unanimously in a voice vote.</p>
<p>SCHEDULE FOR INSTALLING THE BAYFRONT PARKING METERS AND NEW REGULATORY SIGNS</p> <p>a. Discussion on implementation schedule</p> <p>b. Committee feedback and comments</p>	<p>Travis Reeves gave an update on the schedule to install the cameras for the Bayfront parking kiosks.</p> <p>Travis Tibbetts gave an update on the installation of the parking signs after the kiosks were installed and ready to go live. Tokos reminded the installation would be done sometime between April 24th or 26th.</p> <p>Goplen asked if there would be outreach to the community to announce that the pay stations were being installed. Tokos would send notice to businesses and with do some additional outreach to them.</p>
<p>ELECTRONIC PERMITTING ROLLOUT AND OPTIONS</p>	<p>Mr. Tokos asked the committee for their thoughts on allowing persons who purchased the Tier 1 permits for Zone A to be able to park in the Zone C which was a Tier 2 area. The committee was in general agreement with this.</p>

	<p>Ripka expressed concerns that the fishermen didn't understand that the commercial fishing permits were for both Zones B and D.</p> <p>Emond wanted to know if the license plate recognition would know when someone who had a Zone A permit was parked in a Zone C area. He thought it would be good to have a report that showed the percentage of Zone A permit holders who parked in Zone C.</p> <p>Motion by Goplen, seconded by Branigan to allow a Tier 1 permit to be able to park in the adjacent Tier 2 areas. Motion carried unanimously in a voice vote.</p> <p>Tokos noted there was a request to revisit how the off-season pricing should be set. The Committee was in general consensus to revisit the discussion at a future meeting.</p>
<p>UPDATED CITY PARKING WEBSITE INFORMATION</p>	<p>Ripka thought it wasn't clear that the commercial fishing permits were by invitation only. Tokos would make this clearer for the public.</p>
<p>DRAFT FISCAL YEAR 2024/25 PARKING FUND BUDGET</p>	<p>Tokos reviewed the draft Parking Fund budget for fiscal year 2024/2025.</p> <p>Goplen questioned where the funds for the underground wiring for the Wi-Fi system would come from. Tokos explained there was a utility underground fund with a contingency they might be able to tap into, but at this time it would be a "to be continued" discussion point.</p> <p>Ripka asked where the funds to work on the patrol vehicle software came from. Tokos explained issues on the license plate recognition was under the T2 Systems contract. Valentine reported the license plate recognition system was working good.</p> <p>Tokos reported the Commercial Fisherman User Group meeting would be held on April 18th at City Hall and Aaron Bretz would be present for the meeting.</p> <p>Tokos reported the May 15th Committee meeting would need to be changed because the city's volunteer appreciation event was happening that night. The Committee was in general agreement to change the meeting to May 16th.</p>
<p>CITIZEN/PUBLIC COMMENT</p>	<p>None.</p>

Submitted by: Sherri Marineau

Sherri Marineau, Executive Assistant