

MINUTES
Parking Advisory Committee
Meeting #16
Newport City Hall Council Chambers
October 18, 2023

Committee Members Present: Janell Goplen, Aracelly Guevara, Aaron Bretz, Gary Ripka, Robert Emond, and Jan Kaplan.

Committee Members Present by Video: Doretta Smith, and Bill Branigan.

City Staff Present: Community Development Director, Derrick Tokos; Parking Enforcement Officer, Donald Valentine; and Executive Assistant, Sherri Marineau.

Public Present: Ann Moore, Susan Armstrong, Susan Spencer, Ken Spencer, Brittany Burright, Shaundra Hammond, Mike Pettis, Rene Tucson, and Steve Palmer.

1. **Call to Order & Roll Call.** Meeting started at 6:00 p.m.

2. **Approval of Minutes.**

Branigan reported minor corrections to the minutes.

MOTION was made by Bill Branigan, seconded by Aaron Bretz, to approve the September 20, 2023, Parking Advisory Committee meeting minutes with minor corrections. The motion carried unanimously in a voice vote.

3. **Review and Discuss Updated Implementation Schedule.** Tokos reviewed the implementation schedule, and what had happened so far. He asked for the committee's comments on the schedule. Goplen suggested adding a chatbot to the system to answer frequently asked questions and provide quick access to the database. Goplen thought the schedule was on track with what they discussed. Ripka, Emond, Branigan and Smith agreed.

Tokos outlined a schedule for implementing the paid parking program in the city, starting with a courtesy permit program in January and rolling out paid permits in May. The courtesy permit program would give a sense of demand and allow for debugging of the license plate recognition system, while the paid permits would go live in May. Tokos explained the approach they were taking to install new signs and pay stations, including the timeline and tasks involved.

Susan Armstrong addressed the Committee and reported that business owners were frustrated with the new parking permits and fees. She expressed frustration with the new parking permit system, arguing that it unfairly burdened business owners and employees who already struggled to make ends meet. Tokos explained that the parking permit system had been part of the plan since the initial study and adoption, and the committee was working to define zones and pricing for the lower tier parking. Armstrong thought that businesses in the Bayfront area would face increased costs for parking permits, with some paying up to \$1,000 annually. Tokos explained that the plan aimed to improve turnover and reduce parking demand through demand management strategies, and businesses would not be required to provide off-street parking if they want to expand or redevelop. He reported that Bayfront, City Center, and Nye Beach businesses currently paid a surcharge on their business licenses based on the number of employees they had. The surcharge had been held flat over a decade with no inflationary adjustments. Tokos explained this would go away for the Bayfront when the meters and permit

program came into place. He noted that the committee had made a change to reduce the Tier 2 parking permits to \$100 a year. It would be an additional cost to businesses but not thousands of dollars of costs. Armstrong expressed concerns that people who had to provide off street parking would no longer have to do so. She felt this would create less parking spaces for customers.

Shaundra Hammond addressed the Committee and presented a list of over 200 signatures from tourists, locals, business owners, fisherman that were saying this program would do more harm than good. Armstrong thought that people came to the coast to get away from paying for parking. She expressed concerns about the timing of the parking plan implementation, given the current economic conditions and recent COVID-19 pandemic. Tokos reported the original agreement was adopted by the City Council in March of 2020 with the expectation that when it was implemented it would create turnover. In exchange for the program, the city wouldn't be asking businesses to put in off-street parking where they couldn't do so.

Emond reported the money collected from the program would go to parking lot improvements and enforcement. Tokos reported the cost for the recent resurfacing of the lots was \$250,000. Goplen noted that the Committee encouraged feedback on how to use this money as well.

Ripka reported that before this, the city didn't have a way to enforce parking tickets and didn't have any ordinances. Tokos mentioned that ticket collection was a difficult and challenging process for municipalities, with a typical collection rate of 25-30%. The city had contract services before for ticket collections, but the proceeds didn't fund the enforcement.

A discussion ensued regarding why the public weren't able to vote on implementing meters and permits instead of the City Council making the decision. Armstrong expressed frustration with the lack of communication from the city regarding the parking situation in Newport, which affected local businesses. Tokos reported the Council held public hearings on the matter that included much public testimony. Outreach had also been done to owners and business owners on the Bayfront, the Port of Newport, the Commission, and other groups before this was voted in.

4. **Request by Chair Goplen to Discuss Security Camera Requirements.** Tokos explained that the pay stations would be coin operated and there would be a network of 10 cameras on light poles or utility poles to monitor the pay stations. The cameras weren't a part of the T2 System and city staff recognized that they were needed. The Police Department would be in charge of monitoring them. Goplen asked how wide the scope of the video was. Tokos didn't have that information. These were fixed cameras on pay stations and the city's IT Department was working through the details. Goplen asked if they would be leasing spaces for the cameras on private properties. Tokos confirmed they would need agreements to place them on any private property. Bretz reported that the Port had their pay stations and drop box stolen from at least once a year. He thought this was a good idea and felt it would be a deterrent for thieves.
5. **Options for Providing Free Parking in Tier II Permit Zones.** Tokos reviewed the email from Michelle Moore who wanted the city to carve out areas for employees to park without paying. He reviewed the maps where they could possibly do this on the Front Street parking lot, uphill from the Hatfield lot, by the Port and Englund Marine, or Hurbert Street.

Ripka wanted the Port Dock 7 zone to be free on the weekends in the off-season. Tokos explained this was a timed zone. He noted that the commercial fishing permits in Zones B and D were \$45 a month for 96 hours. Ripka and Tokos discussed ways to make it easier for commercial fishermen to obtain permits, including offering free parking during the offseason and adjusting fleet management systems to accommodate different types of crew members. Ripka was concerned that people would have to

buy permits for more than they needed in the off season. Tokos said they could buy a daily permit for these times. Ripka asked if fleets could adjust their daily passes while they were out on the ocean if they had cell service. Tokos confirmed they could.

Bretz asked what the drawback would be to implement all four free parking areas. Tokos said it was straightforward because they hadn't done the final specs on the signs yet and they had time to change them. Bretz wanted to make sure it didn't upset the plan. If it didn't, he thought they should say yes to all four because he felt it would be a good thing. Goplen liked that they were able to take community feedback in and show they were making changes because of it. There was general consensus to change to four areas to free parking. Smith noted they could also add them back in but questioned what kind of a hit to revenues it would be to change the areas to free parking. Tokos didn't know the total but didn't think it would be a tremendous hit to them.

MOTION was made by Janelle Goplen, seconded by Aaron Bretz, to adopt the four areas on the map as free street parking areas. The motion was carried unanimously in a voice vote.

Moore suggested they add additional lighting and a camera to the free parking areas.

- 6. Confirmation of Parking Permit Fee and Time Limitation Changes.** Tokos reviewed the pricing for the different areas. The committee was in general consensus with the pricing. Emond asked if adjustments could be made to the pricing. Tokos confirmed the City Council could do this anytime if they chose to.

Tokos reported he would be attending the Port Commission meeting to provide the same information that he gave to the fishing groups. He would also be meeting with the Bornstein staff on November 1st, and with Pacific Seafoods at another time.

- 7. Officer Valentine Demonstration of the LPR Handheld and Programmed Pay Stations.** Officer Valentine presented an example of one of the pay stations and offered to demonstrate how it worked after the meeting.
- 8. Public Comment.** Anne Moore asked if the old Apollos lot would be used for parking. Tokos reported that a new hotel would be built there that would have the first floor as commercial space with parking behind it. The developer received conditional use approval so they wouldn't have to provide all their parking spaces. This was a decision approved by the City Council.

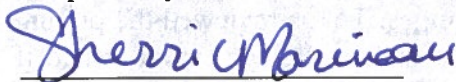
Kaplan mentioned the challenge of getting information to citizens, particularly those who might not be aware of City Council decisions or proposals. Armstrong expressed frustration with the timing of meeting notices, which could lead to conflicting commitments and missed opportunities for public input. Tokos reminded that there had been multiple mailings sent out. Bretz reported that the Port had sent out notices to the commercial fishing user group and had a couple of meetings on this. He made it clear that this was a city program, not a Port program. Mike Pettis thought the Port should have sent out the proposal so the commercial fleet knew. Ripka pointed out there was a Port Commission meeting before COVID, and one after. He noted that the group had been talking about this for the last six years.

Pettis thought the whole process was more of a benefit to restaurants and shops instead of the fishing fleet. Ripka agreed but noted they needed a way to get more parking turnover. It wasn't a perfect system but it did roll spaces over.

Kaplan pointed out the program wouldn't make a lot of money, and the city had limited resources. He wondered if a trolley or shuttle could alleviate parking issues in the city. Goplen reminded that the transit service was already operating on the Bayfront. Tokos explained that a shuttle would need a revenue source to add the service. He thought policymakers needed to weigh what was a better bang for the buck. They could do a trolley system with a rapid loop between Bayfront, City Center, and Nye Beach, or they could reserve some of the money to help subsidize carpool vehicle programs with the employers, which was a different program. Kaplan thought they needed to have a reliable way to get people to the Bayfront like a trolley. Bretz questioned if a business could operate a trolley service independently. Tokos thought they could and they would need a business license with a cab endorsement. Ken Spencer reported that 20 years ago someone had operated a trolley that did a run around Newport. He noted they needed to think about where a trolley would start their route at, and where people would leave their cars to take the trolley to come down to the Bayfront. Goplen reported there were new grants for sustainable tourism. She thought there might be funds from this that could tie into a trolley service.

9. **Adjournment.** Having no further business, the meeting adjourned at 7:52 p.m.

Respectfully submitted,



Sherri Marineau
Sherri Marineau
Executive Assistant