

MINUTES
Parking Advisory Committee
Meeting #13
Newport City Hall Council Chambers
August 3, 2023

Committee Members Present: Gary Ripka (*by video*), Doretta Smith (*by video*), Bill Branigan (*by video*), Janell Goplen (*by video*), Aracelly Guevara, Aaron Bretz, and Robert Emond.

Committee Members Absent: Jan Kaplan (*excused*).

City Staff Present: Community Development Director, Derrick Tokos; and Executive Assistant, Sherri Marineau.

Public Present: City Councilor, Dietmar Goebel.

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

2. **Approval of Minutes.**

Bill Branigan submitted minor corrections to the minutes.

MOTION was made by Robert Emond, seconded by Doretta Smith, to approve the June 21, 2023 Parking Advisory Committee meeting minutes with minor corrections. The motion carried unanimously in a voice vote.

3. **Review and discuss stakeholder outreach opportunities for Bayfront Parking Management Rollout.** Tokos reviewed the frequently asked questions (FAQ) document that was shared with the Committee at the meeting. He asked for thoughts on the map and the questions. Emond suggested they bring up the idea that some of the money was going toward maintenance of the parking lots and the streets.

Branigan entered the meeting at 6:12 p.m.

Goplen noted the comment that said that the four hour time limit was ineffective had a lot to do with there not being a fulltime parking enforcement officer. She questioned if something should be said about this. Tokos noted they had a parking enforcement officer during the study. He questioned if they should remove the sentence. The Committee was in general agreement to remove it.

Tokos pointed out they would need to do something different for the commercial fishing folks because they would be offering them a certain number of codes that could be provided to fishermen working on different vessels. Bretz thought they needed to be clear on what parking areas this applied to because the group tended to put everything together instead of recognizing there were Port lots and City parking spaces. He thought they should emphasize this point on the applications.

Smith asked what would happen to people who parked and wanted to buy fish. She questioned if they would have to park for a fee. Tokos confirmed that if they parked during the time the meters were in operation, they would need to pay. Bretz pointed out they should refer them to the loading zone requirements. Tokos reported they agreed that the loading zones on the west side would be 60 minutes. Smith thought they should make it user friendly so people knew they had 30 minutes to buy fish without having to pay the meter. Bretz thought the key to this was effective enforcement. Tokos would

pass this along to Chief Malloy. Bretz thought they needed to stay on top of this because it could be a problem.

Branigan asked if the fishing fleet would come into conflict with the people buying fish. Tokos didn't think so because it would be different users utilizing a space. Branigan thought when fishermen saw cars that were from out of state, they would know they weren't fellow fishermen. He expressed concerns that this would be a conflict with the fishermen. Smith didn't think it would be because fishermen were down there early before the public went to buy fish. Branigan pointed out he had been on the boardwalk and saw fishermen walking on it with gear. Bretz reported that currently at Port Dock 3 they had the extended loading zone to give more room for the Chelsea Rose customers. They were aware of people who were using the dock for purposes of going down to purchase fish, and they weren't concerned about it. The fishermen were more concerned about people parking illegally for multiple hours, that were eating up the spots for purposes that weren't for dock use. Bretz clarified that gear was typically loaded at the hoist dock, except for others who loaded manually. They also accessed Port Dock 7 via Port property, not the street. Bretz thought there would be some conflicts, but it would be an acceptable degree of conflict. Tokos thought it could be addressed by an acceptable amount of enforcement.

Smith reported there was a rumor that locals could pay for parking through Amazon, and thought validation needed to be included in the FAQ document. Tokos thought they didn't have the details of the validation program entirely fleshed out yet, and thought it would be more so a part of the phase two implementation. Goplen noted the last sentence stated that the pay stations would have a coupon code functionality. She read that as the coupon code functionality referred to validation. Smith pointed out that people who lived in larger cities were used to this being validation, not coupon codes. Goplen questioned if they should use the word validation because they weren't offering it yet. Smith thought they should say at the community outreach that this might be something they would do in the future so they weren't committing to it. It would give locals hope that they weren't going to have to pay when they were shopping local. Goplen suggested they say coupon code and/or validation functionality.

Goplen thought it was important to include where the money was going. Bretz agreed and thought if they got out in front of this, they would keep people from making their own assumptions. Tokos would add it.

Branigan asked how the coupon code would work, and wondered if someone who parked would have to pay when they parked instead of going in for a purchase to get a code. He wasn't sure how the validation would work if they had to pay first, because if they didn't pay first, they risked getting a ticket before they got the validation. Branigan thought they needed to think about how people would utilize the validation. Tokos said they would figure this out when they got to the point of setting it up. Goplen understood that when someone initially put money in the app to pay for their spot, at the end of your parking you would check out. If they had a validation code they would have an option to enter it in at that time and it wouldn't charge the credit card. Tokos agreed that this was how it was set up. Smith questioned what would happen for the people who paid cash. Goplen didn't think the machines would give cash refunds. Tokos reported that the outreach would emphasize that they had the functionality to do coupons in a number of ways, and that this would be explored. The purpose wasn't to exempt locals or others from these requirements. The purpose was to get better turnover. The people who would be using the parking would be locals and visitors and they would both be paying. Smith didn't think that visitors would read the FAQ. They would be reading the pay stations, not the functionality of it. Smith cautioned that people would be going into this thinking the city had validation available. Tokos would work in some tactful language for validation. Goplen reminded that businesses would be communicating how the validation worked when it came about. Tokos said they were setting

up the basic structure with T2 Systems and they could swing back to add additional elements. Goplen requested the FAQ be emailed to the Committee.

Ripka joined the meeting at 6:25 p.m.

Ripka reported that what he had been hearing from the commercial fishing community was that everyone wanted to know what was going on, and there was a lot of negativity going around. There wasn't a lot of information for them to digest and why they were so negative. Ripka reminded that they saw a lot of the negativity during the first round of the Parking Study, but after the city sat down and talked to them they were able to win people over. They needed to start over to put as many rumors to rest, and educate people again. Tokos said they would begin the implementation in October and have outreach at the end of August into September. Ripka thought that was a good time for the fleet because things were slowing down for them. He noted the Port Commissioners were also asking what was going on. Bretz reported he had heard some skepticism that the meters were never going to happen. Most of the comments from people were about how they used to have a place to park and didn't have to pay, and now they would have meters and there wouldn't be anywhere to park. Bretz thought the answer to this was there were places to park, and they needed to make a choice on whether it was worth it to get a permit to park. The goal of this was to create more parking, and they couldn't do this for free. The idea was that they were creating more parking availability. Ripka reported he had a conversation with fishermen about if they were losing out. He noted that when they walked people through the information, they would gain a majority of the group. This was a topic on people's minds, and there was a lot of misinformation about what was coming. Tokos hoped that the outreach would be able to frame this for folks so they could grasp what was likely to be, and get them to ponder it.

Goebel asked if there would be a lot of revenue generated from the program. Tokos explained the revenue generated would go back into the Bayfront parking areas. There would also be a revenue stream created to help pay for enhanced transit, and to help subsidize vanpool carpool programs that some of the heavy users might actually engage in if there was some cost sharing. Ripka thought it was important to emphasize that the money they generated would pay for the program, and it wasn't a money grab. Tokos explained that much of the funds they were using to get this program launched had been collected over decades from the Bayfront. Bretz thought they needed to include in the outreach that people would have a choice, and with this they should be able to have a choice on parking on the Bayfront. The fees weren't just putting money in the city's coffers. It had a regulatory effect because the dollar regulated the usage. Bretz noted they weren't talking about fees that depleted college funds. This would help move people around, and it a reasonable way to do it.

Goplen noted the parking plan was had a line stating electronic permits could be purchased online. She asked if it should have verbiage that said this wasn't necessarily the case for everyone. Tokos reported they were already saying they were limiting permits available by zone on the back of the document. Goplen thought they should add that the permits are limited to the front as well.

Goplen pointed out the dashed lines denoting the zones on the map needed a different style. They were hard to read. Tokos would clean this up with a different style of line that stood out better.

Tokos said they would be looking to meet with the commercial fishermen user group, Port Commissioners, seafood processors, and Bayfront businesses. He asked if there was anyone else to include. Goplen asked when the FAQ sheet would be released. Tokos said they hadn't decided but it would be used for the outreach. He would share the updated version of the document with the Committee at the next meeting.

Tokos asked if any other groups to add. Goplen offered to hold the meeting with Bayfront businesses

at her restaurant. Ripka thought it was important to meet with the Port Commissioners. Bretz agreed and said they wanted to have their own meeting. He thought they should have the commercial fishermen user group meeting in early or mid-September, then have the Port Commission meeting in September. Tokos said they would plan on doing this. Goplen suggested they include the Chamber of Commerce. Smith thought they should also talk to the Rotary and get on one of their agendas. Branigan thought they should talk to the Aquarium so they were informed when visitors had questions. He also suggested talk to the Hatfield Marine Science Center. Tokos would reach out to the Aquarium.

4. **Update on status of Bayfront Parking and Sign Improvements.** Tokos noted the plans for the refurbishment were included in the packet. He covered where things were financially in the process. Tokos noted the budget had the improvements labeled as the Parking Study Implementation Phase 1 - Bayfront Parking Management Solutions. He reviewed how funds had been utilized and showed the remaining upcoming expenses. Tokos pointed out a copy of the citation ticket was included in the packet, and Chief Malloy would cover the format of these at the next meeting. They were also working with T2 Systems to get all the parking citations loaded in the system so they could differentiate the zones. The license plate recognition equipment had arrived, and it would be set up on the parking enforcement vehicle soon. T2 Systems would come out to do the setup on the vehicle. There was no date set for this yet.

Tokos reviewed the upcoming expenses. The parking lot refurbishment would address the Bayfront lots that included Abbey Street, Fall Street, and the Hatfield Pump Station lots. They were looking into how to split the installation work up so the Public Works street crew weren't overwhelmed. They ended up putting out a second sign package for a contractor to install half of the signs. This would be work that would happen in the hardscape areas where there was existing pavement and sidewalks. The street crew would then cover installations in the softscape areas. The concept was that the upcoming expenses would be paid off with meter revenues.

Tokos reported that the parking lot refurbishments would happen in September, and there would be separate outreach for this. Goplen asked if this would be done the last two weeks of September. Tokos thought it would happen in mid-September because they didn't want to miss the window of good weather to do the work if they pushed it out too far. Goplen asked he was saying that the sign posts over exceeded the estimate, and they would be putting in the remainder of them in at some point. Tokos explained they are putting in all of the sign posts. Originally they were going to have contract services do all of the work, and then have the street crew to do the regulatory sign switch out. Now they would have contractors only handle half of the installs, and then have the street crews do the other half of the work.

Tokos reported that they also received written authorization from Central Lincoln PUD to put the pay to park signs on their shepherd's hooks, which would save them from having to put in a few sign posts. Bretz asked if the pay to park signs had a city logo on them. Tokos thought it was included at the top of them. Bretz was concerned that it would get confusing for people to delineated from the City and the Port parking. The Port would be putting up their own signs so it was clear for the Port passes. Tokos was sure the signs had the logo, but would double check this. He reported he was also meeting with Dave Heater with Ripley's about how they handled their private lot. Bretz thought they needed to accentuate the words "fisherman's parking pass" in the Port's lots so people knew what type of pass they had to have. Goplen agreed on this.

5. **Meet and Greet with City's New Parking Enforcement Officer.** Tokos reported that Chief Malloy wasn't present for this meeting. He would confirm with Malloy that he would be attending the August 16th meeting. No further discussion was held on this agenda item.

6. **Current Work with T2 Systems on E-Permitting and Enforcement.** Goplen shared that the new sea lion docks had been installed and there was more congestion in that area. She thought this would be a good measure to see if there were more parking challenges. If people started complaining even more on the parking, they would be able to say that next year would be better after the meter/permits were implemented.

Tokos acknowledged the parking article that Janet Webster submitted to the Committee to read. Smith noted there was a conclusion in the article on how the amount the cities charged was a deterrent. It made her question if Newport was charging enough. Tokos noted this was reviewed as part of the study, and the Committee talked about maintaining the fees so they didn't do their initial launch with fees that were too high. He reminded that the rates could be adjusted in the future. They put together different frameworks based on the dollar per hour to make sure that there would be sufficient revenue coming in to pay for the program, and to provide additional revenues for parking improvements and things of that nature. Smith noted the article pointed out that it was different in cities where there was access to light rail. Newport didn't have this and it was different because it was a tourist area. The only way to get to the Bayfront was by car.

Goplen noted the email from Guevara about the bike racks was important. She felt they needed to be placed on the Bayfront because bicycles were also vehicles. Bretz thought the inclusion of the bike racks should be done. The Bayfront was unique, and he thought both articles highlighted different factors they needed to consider. The articles assumed that a good housing environment in the city was when they had a bunch of closed in living. He challenged that assumption and said it got him thinking about why people were so adamant about having numerous parking spaces for numerous cars. Bretz thought this had to do with their ability to freely get around where they wanted to go, and some people did this by bicycle. As things were getting more difficult for folks to park on the Bayfront, this would be another option for people to use to come down to the Bayfront. Bretz thought they should focus some attention on bicycles. Emond asked if it was illegal to chain your bike to a sign post. Tokos wasn't sure and thought Malloy could answer that. Goplen suggested the fake road that went behind the Clearwater Restaurant parking lot could be bicycle parking. Tokos would talk to Engineering to see what they could add in for bike racks.


Guevara asked if the city would be talking to both the retail management and their staff when they did outreach for the Bayfront. Tokos reported they would be talking to management who would pass the word along to their staff. They found this was very effective the last time they did outreach.

Emond asked if they would be reviewing the draft amendments for the Municipal Code again. Tokos asked Emond to send him his thought in an email.

7. **Public Comment.** None were heard.

8. **Adjournment.** Having no further business, the meeting adjourned at 7:14 p.m.

Respectfully submitted,



Sherri Marineau
Executive Assistant