

**City of Newport
Parking Advisory Committee Minutes
December 20, 2023**

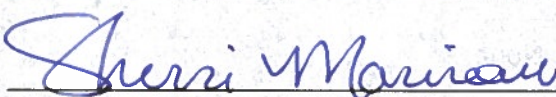
LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	
Time Start: 6:00 P.M.	Time End: 6:58 P.M.

ATTENDANCE LOG/ROLLCALL

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

AGENDA ITEM	ACTIONS
<p>CALL TO ORDER AND ROLL CALL</p> <p>a. Roll Call</p>	None.
<p>APPROVAL OF THE MINUTES</p> <p>a. Meeting minutes of November 15, 2023</p>	Motion by Branigan, seconded by Smith to approve the minutes of November 15, 2023 as written. Motion carried unanimously in a voice vote.
<p>UPDATE ON BAYFRONT PAID PERMIT PARKING ROLLOUT</p> <p>a. Discussion on Resolution No. 4000</p> <p>b. Discussion on final sign template</p>	<p>Mr. Tokos reviewed the staff memorandum for the adoption of City Council Resolution No. 4000, setting the fees and terms of use of paid and permit parking areas along the Bayfront.</p> <p>Discussion on sign templates, and dates for sign and pay station installations.</p>
<p>DISCUSS OUTREACH TO EFFECTED STAKEHOLDERS</p> <p>a. Discussion on outreach to stakeholder and commercial fishing vessel owner/operators</p> <p>b. FAQ document review</p>	<p>Mr. Tokos reviewed outreach to stakeholders, and contacting fleet owners roll out to offer free permits and set up accounts for fleets.</p> <p>Discussion on the final FAQ document.</p>

PATRON PORTAL DEMO FOR E-PERMITS AND E-TICKET PAYMENT	Mr. Tokos gave a demonstration of the e-permitting system for Fleets. Brief discussion on how courtesy permits work.
REVIEW PROOFS FOR TEXT TO PARK SIGNS	<p>Mr. Tokos reviewed the proofs for the "Text to Park" signs.</p> <p>Committee members gave their thoughts on the sign designs. Discussion on ADA signage on the Bayfront, and the ADA exemption from parking fees.</p>
LICENSE PLATE RECOGNITION (LPR) PARKING ENFORCEMENT UPDATE	Parking Enforcement Officer, Donald Valentine gave an update on how the license plate recognition technology for e-chalking was working.
CITIZEN/PUBLIC COMMENT	None.

Submitted by: 

Sherri Marineau, Executive Assistant