

MINUTES
Bay Front Commercial Parking District
Advisory Committee Meeting
City Hall Conference Room "B"
Tuesday, March 31, 2015

Advisory Committee Members Present: Janet Webster, Laura Anderson, Kevin Greenwood, Cris Torp, Gary Ripka, and Mike Pettis.

City Staff Present: Community Development Director Derrick Tokos.

Guests: Chuck Forinash.

Call to Order: The meeting came to order at 3:00 p.m.

Scope of Work: Derrick shared a draft of the concept for a Parking Management Plan study. The committee discussed the scope of work for the Parking Management Plan. They walked through the different elements of that plan and look forward to fleshing out the details. After considerable discussion, the committee agreed with the need to collect data on existing conditions (although much of this exists in past records and district formation planning) and parking demand through field surveys to establish utilization and turnover rates. They also agreed with the need to identify where metering could be utilized and the capital demand for such a program. While there was general consensus that this is a reasonable approach, there was some concern about the expense. Some of the members felt that \$30 thousand would be better than \$45 thousand. They're concerned about it in the context of public outreach and how much outreach would be needed. The committee was not supportive of funding major stakeholder engagement as they think they can do that more effectively locally. They suggested that the study be funded at the low range of the proposed cost and focus on exploring metering identifying capital projects and costs associated with the projects and the utilization of turnover rates to come up with a fee for metering. The committee did not vote on the funding level, but were reluctant to commit \$15 thousand. They indicated that they may be willing to commit one third of the cost if the study comes in well below the \$45 thousand top. Kevin and Cris agreed to be the committee's representatives to review the RFP and the responses to it.

The Bay Front district expires in November 2016. The committee talked about the parking district expiring after this coming fiscal year's collection and that the study will help inform where to go next; whether it should be extended or an alternative funding created to adequately maintain the public parking assets down in that area. It was noted that the Planning Commission is looking at discontinuing the payment-in-lieu-of-parking program. If that is done, we will need to continue the district or new/redevelopment projects on the Bay Front will need to meet the same parking requirements as the rest of the city; which would probably stop any new building or significant redevelopment. Derrick suggested an option of one parking district that combined City Center, Nye Beach, and the Bay Front. The committee felt that this concept was not feasible at this point in time given the major differences in the three areas and the still relative youth of the districts.

The parking study, if funded, will not be completed until March 2016. Any metering project that is proposed would not be implemented until summer of 2016 at the earliest. Consequently, the committee discussed immediate projects that could be undertaken that would keep the purpose of the district meaningful to those who pay into it.

There was some discussion about whether or not additional signs should be placed along the Bay Front to make it clear that if you don't fit, you shouldn't park there; and whether or not the "don't fit" signs could be placed where the current "no skateboarding" signs are, and those could be removed. The committee would like to have the "don't fit/don't park" signs installed on the west end of the Bay Front. They recognize that this means many local pickup trucks will not fit in the head-in parking. However, vehicles that stick out in the traffic lane cause traffic slow-downs and stoppages. They felt that the increase in large truck traffic is making this problem more critical. The signs could be attached to existing parking hour signs. At the end of the day, there wasn't a specific recommendation on that.

The committee talked about how to better direct RVs that come down to the Bay Front. Should we add more signs (that they probably will not see) to keep them moving to the east end of the Bay Front? Should we direct them up 13th Street/Harbor Way rather than down the Bay Front? The committee didn't resolve this.

There was some discussion about needing to add bike racks on Bay Boulevard. The committee felt that more are needed especially on the east end of the Bay Front. Laura is looking at them for Local Ocean.

Chuck brought forward the Bike and Pedestrian Committee's recommendation for extending sidewalks on Harbor Way. It was noted that it would cost about \$81 thousand to extend sidewalk from the Hospital to Bay Street. The Parking District is okay with providing half of that cost if the City found the balance from other sources. The committee agreed that this connectivity would be positive; although several members were concerned about the benefit to the Bay Front if it's sidewalk only. Laura suggested that we identify other capital projects before committing the funds. The committee would like to see parallel parking on Harbor if possible so that the 4-hour time limit could be installed on Bay Street where the Coast Guard parks. They would like to see that area 4-hour time-limited like the rest of the Bay Front. That stretch is the only one still open rather than restricted to 4 hours. The committee's understanding is that the city left that open to accommodate the parking needs of the Coast Guard. Chuck agreed to talk to the Coast Guard.

Follow-up Items: The committee felt that parking enforcement seems to be inconsistent and would like a report on the program. For the next meeting, Derrick will contact Mark Miranda to get TCB Parking Enforcement there to have a conversation. After that meeting, there can be a conversation about setting signs.

Derrick will email out examples of parking studies (Hood River and Oregon City for example) for the members to take a look at in order to visualize what information this will give us.

The committee had looked at a shuttle service a year ago with the Lincoln County Transit, but thought the proposed solution was too costly. The committee agreed to look again and to consider the variety of audiences (employees, tourists, fishermen). Kevin, Laura, and Janet will meet to brainstorm ideas and strategies and look at the possibility of getting a 12-person van to use as a convenience van for shuttling on the Bay Front this upcoming summer. It might be for employees. They intend to talk to the fish plants to see if it makes sense for employees or whether as a shuttle for tourists only. They will mock up a concept for discussion at the next meeting.

Budget: The committee reviewed the budget for the upcoming fiscal year; and they were generally comfortable with how it was structured. Janet asked about the parking district's collection. Derrick shared that we have collected \$12,900 as of February 15; and with the Port's contribution of \$6 thousand, at the end of the fiscal year in June we will be at the budgeted amount of \$18,900. The district has \$69,930 in the Public Parking – Bay Front account, and an additional \$234,109 is the old account. Right now City Code Enforcement will follow-up with three businesses that haven't paid; and there's one business that closed and hadn't paid, which we probably will never see. The committee reviewed that collections list as part of the discussion.

Next Meeting: The next meeting was scheduled for Tuesday, May 12th from 3:00 to 5:00 p.m. to discuss parking enforcement, capital projects identification, update on the shuttle, and update on the parking study.

Adjournment. Having no further business to discuss, the meeting adjourned around 5:00 p.m.

Respectfully submitted,

Wanda Haney
Executive Assistant