



PARKING ADVISORY COMMITTEE AGENDA
Wednesday, December 18, 2024 - 6:00 PM
Council Chambers, 169 SW Coast Hwy, Newport, Oregon 97365

All public meetings of the City of Newport will be held in the City Council Chambers of the Newport City Hall, 169 SW Coast Highway, Newport. The meeting location is accessible to persons with disabilities. A request for an interpreter, or for other accommodations, should be made at least 48 hours in advance of the meeting to Erik Glover, City Recorder at 541.574.0613, or e.glover@newportoregon.gov.

All meetings are live-streamed at <https://newportoregon.gov>, and broadcast on Charter Channel 190. Anyone wishing to provide written public comment should send the comment to publiccomment@newportoregon.gov. Public comment must be received four hours prior to a scheduled meeting. For example, if a meeting is to be held at 3:00 P.M., the deadline to submit written comment is 11:00 A.M. If a meeting is scheduled to occur before noon, the written comment must be submitted by 5:00 P.M. the previous day. To provide virtual public comment during a city meeting, a request must be made to the meeting staff at least 24 hours prior to the start of the meeting. This provision applies only to public comment and presenters outside the area and/or unable to physically attend an in person meeting.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. WELCOME AND INTRODUCTIONS

1.1 Memorandum: [Staff Memorandum](#)

2. ROLL CALL

3. APPROVAL OF MINUTES

- 3.1 October 16, 2024 Parking Advisory Committee Meeting.
[Draft Parking Advisory Comm Mtg Minutes 10-16-2024](#)
[10-16-2024 Parking Advisory Committee Meeting Video Link](#)

4. DISCUSSION ITEMS

- 4.1 Mid-Year Report to the City Council on the Bayfront Parking Management Program.
- 4.2 Update on Parking Enforcement.
- 4.3 T2 System Coupon Codes (Current and Upcoming Functionality).
- 4.4 Implementing Parking Management in Nye Beach.

5. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

6. ADJOURNMENT

HANDOUTS

Meeting Materials:

[Bayfront Parking Management - Mid-Year Council Report](#)
[Mobile Pay Revenue by Month](#)
[Pay Station Revenue by Month](#)
[Nye Beach Residential Parking Pass Map](#)
[Nye Beach Hotels - Motels Map](#)
[Nye Beach Short-Term Rental Map](#)

[Examples of Nye Beach Parking Tags and Stickers](#)
[Nye Beach Parking Management Option_draft](#)
[Nye Beach Parking Management FAQ_draft](#)
[Visual Arts Center ADA Parking Improvement Options](#)

Memorandum

To: Parking Advisory Committee
From: Derrick Tokos, Community Development Director
Date: December 12, 2024
Re: Topics for December 18, Parking Advisory Committee Meeting

For this meeting, we have identified four agenda items for the Parking Advisory Committee's consideration. First, is a mid-year report that we provided the City Council on the Bayfront Parking Management Program. This covered the summer period from May through October, and I will be prepared to walk through the report and highlight its key points and feedback we received from Council members. Included with the summary is the revenue report for November, which is the first month where collections occur only on the weekends. I will plan to touch on that as well.

The second item is a brief update on parking enforcement. The City could not identify a suitable candidate for the vacant parking enforcement position, so a second recruitment is underway. It closes at the end of the month. Chief Malloy advised that the City has received a number of applications, so hopefully this go around will be successful. In the meantime, the City's capacity to undertake enforcement activities is limited with our previous enforcement officer, Donald Valentine, wearing two hats as he transitions into his police officer role. Maintenance of the pay stations is occurring as he is available, so issues like coin jams or replacing paper roles for receipts will take longer to resolve. The City will be installing a new modem in the Fall Street pay station, which we hope will address off an on issues we have experienced at that location. The Public Works streets crew added 8 additional "pay to park" signs in the vicinity of the Lee, Hurbert, and Abbey Street pay stations. Unfortunately, we recently experienced some vandalism with several of these types of signs being torn down. In response, we ordered 30 additional signs (3 for each pay station area) so that the streets crew has a reserve that they can draw from when signs need to be replaced. These signs will be aluminum, which is a little bit more durable than the existing dibond signs, so that should help.

A third agenda item is an update on T2 Systems coupon code option. Currently, that functionality is available with the pay stations, and the implementing ordinance that the City Council adopted specifically authorizes their use for activities such as tourism promotion. Mobilepay, with its QR Code and "text to park" functionality does not currently accommodate coupon codes; however, our vendor T2 Systems has advised that a set of enhancements to Mobilepay, which they plan to release in March, will add that functionality. The City has not used the coupon codes yet; however, I expect that it will get more traction once the codes can be used on all payment platforms.

The last agenda item is a discussion about implementing parking management in Nye Beach in line with the recommendations the Council adopted in the Newport Parking Management Plan. To that end, I have put together a package of information to help inform

the conversation. It includes maps showing the distribution of free parking passes that have previously been distributed to residents who live or park their vehicles in time limited areas. Another map illustrates the location of short-term rentals and motel/hotels which have availed themselves of free day passes. Our Finance Department has distributed at least 360 of those to six different establishments. You will also see in your packet an updated FAQ, which we can translate to Spanish once it is finalized, along with a concept map for how a Nye Beach Parking Management Program could work. I'll be prepared to walk through these materials and look forward to your feedback on the concept. This might also be a good time for us to begin to map out the steps we want to take to reach out to Nye Beach stakeholders. The Department of Land Conservation and Development, through its Transportation and Growth Management (TGM) Program, recently released a "Parking Management Jump Start Guide." I am not attaching it due to its file size; however, here is a link to the materials if you are interested.

[Parking Management Jump Start Guide](#)

The consultant that prepared the guide, Studio Davis, is the same consultant that assisted us in preparing the [Newport Parking Management Plan](#). The TGM program is willing to make staff available to help educate folks on why parking management is important and the circumstances where it should be applied. We can discuss whether or not that might be something we want to ask of them as part of our Nye Beach outreach. Lastly, I have enclosed a cost estimate for rebuilding the upper parking area at the Visual Arts Center lot. An ADA compliant access is required for the upper floor of the facility, so it is something the City will have to address. Unfortunately, there is no funding available at the present time to complete the work. This illustrates the importance of ensuring that the parking management program has a sufficient revenue stream to address critical maintenance and facility upgrades.

I look forward to seeing you on Wednesday!

Attachments.

Bayfront Parking Management - Mid-Year Council Report
Mobile Pay Revenue by Month
Pay Station Revenue by Month
Nye Beach Residential Parking Pass Map
Nye Beach Hotels – Motels Map
Nye Beach Short-Term Rental Map
Examples of Nye Beach Parking Tags and Stickers
Nye Beach Parking Management Option_draft
Nye Beach Parking Management FAQ_draft
Visual Arts Center ADA Parking Improvement Options

**City of Newport
Draft Parking Advisory Committee Minutes
October 16, 2024**

LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	
Time Start: 6:04 P.M.	Time End: 7:08 P.M.

ATTENDANCE LOG/ROLLCALL

COMMITTEE MEMBER	STAFF
Chair Janell Goplen	Derrick Tokos, Community Development Director
Aracelly Guevara (by video)	Sherri Marineau, Community Development Dept.
Aaron Bretz	Donald Valentine, Community Service Officer (by video)
Gary Ripka (absent)	John Fuller, Communications Specialist
Bill Branigan	
Doretta Smith (by video)	
Robert Emond (absent)	PUBLIC
	Sharon Snow

AGENDA ITEM	ACTIONS
CALL TO ORDER AND ROLL CALL a. Roll Call	None.
APPROVAL OF THE MINUTES a. Meeting minutes of September 18, 2024	Motion by Smith, seconded by Bretz to approve the minutes of September 18, 2024 with minor corrections. Motion carried unanimously with Goplen, Guevara, Bretz, Branigan and Smith all voting in favor.
ROGUE BREWERY LOADING ZONE REQUEST (CONTINUED DISCUSSION)	<p>Mr. Tokos reviewed the map of the current loading zone location map on the Bayfront.</p> <p>The Committee gave comments on whether or not to add a loading zone near Rogue Brewery. They discussed the loading zones that were located on the opposite side of the street from Rogue; finding a way to understand the number of times loading zone spaces were utilized a day; whether Rogue had an alley or off-street parking space that could be utilized for loading; and the best location for a new loading space by Rogue.</p> <p>Motion by Branigan, seconded Bretz by to grant Rogue a loading zone after consultation with Rogue, the City Engineer, and Officer Valentine to determine which was the best place for the loading zone.</p>
REVIEW OF BAYFRONT PARKING DATA COLLECTED TO DATE	

	<p>Tokos gave an update on the Bayfront parking management program covering the transactions for the pay stations by location, mobile pay, and the parking permits to date.</p> <p>Guevara entered the meeting at 6:30 p.m.</p> <p>Sharon Snow, Newport, reported how the fish processing plants did not have a normal summer this year, and how their staff bought their own permits. She also reported that utilizing vans to get staff to work didn't work for them because their staff mostly carpooled and walked to work.</p> <p>The Committee discussed the outstanding issues at the Fall Street lot; the use of parking revenue; funds for curb painting; funds for the parking enforcement vehicle; adding "reserve for future use" under the parking fund; and adding the word "parking" to parking personnel, operations and projects to make it more clear that the funds were separate from the general fund.</p>
UPDATE ON STEPS BEING TAKEN TO TRANSITION BAYFRONT PARKING MANAGEMENT TO THE OFF-SEASON PROGRAM	<p>Tokos gave an update on the steps taken to transition the Bayfront Parking Management to the off-season program. He reviewed the resolution that would go before the Council to change the off-season fees to \$15 a month for Tier 1 permits.</p> <p>The Committee discussed whether the public should pay for parking after it was dark or not; adding considerations in the future to change the hours during the off-season; accommodating after dark parking by adding better lighting; conveying to the public that the off-street parking time limits stayed the same in the off-season; correspondence with the automatic renewal permit holders to convey the change to the cost; and adding a message when the public was trying to pay for parking during the week in the off-season that it wasn't an error that they weren't being charged.</p> <p>Sharon Snow reported a confusing sign in the Abbey Street lot. Tokos would look to have it pulled.</p> <p>Tokos reported there has been around 3-4 public comments at the last City Council meeting about parking.</p> <p>John Fuller reported on the plans to do outreach to notify the public on what the parking program was and how it worked.</p>
CITIZEN/PUBLIC COMMENT	None.

Submitted by: _____

Sherri Marineau, Executive Assistant

October 16, 2024 - Parking Advisory Committee Meeting Video Link:

https://thecityofnewport.granicus.com/player/clip/1344?view_id=44&redirect=true

Memorandum

To: City Council

From: Derrick Tokos, Community Development Director

Date: October 31, 2024

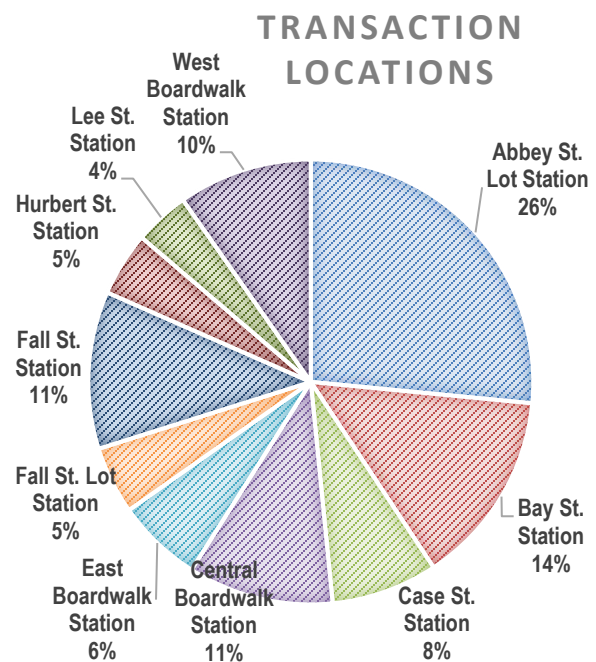
Re: Mid-Year Bayfront Parking Management Program Report

This work session has been scheduled to provide the City Council with an update on how the Bayfront Parking Management Program has been working, now that the six month mark has been hit since the “pay to park” program was started. The City’s plan for managing Bayfront parking includes paid parking, paid/permit, and permit/timed parking areas. It is based upon a parking study that the City completed with stakeholder input in 2018, that was formally adopted in 2020. Paid parking is in effect from 11am - 7pm, seven (7) days a week, between May and October, and on Saturdays and Sundays from November through April.

The purpose of the Bayfront Parking Management Program is to increase vehicle turnover in high demand areas so that more parking is available to Bayfront users. This reduces congestion and improves public safety. For significant portions of the year, available parking is over 85% utilized, meaning it is “functionally full.” When that happens, users cannot find a place to park, which leads to congestion, frustrated drivers, and vehicles being parked in an unsafe manner. Meter revenues are used to fund parking enforcement, improve parking areas, and enhance overall access to the Bayfront.

Before the parking program was rolled out, the City engaged affected Bayfront stakeholders to inform them of the upcoming changes. Adjustments were made in response to the feedback that was received, and a soft rollout of the program occurred in January of this year. Electronic parking permits were made available free of charge, from January through April, and 573 individuals and firms took advantage of that option. This provided users an opportunity to familiarize themselves with the new e-permitting system, and the email addresses they provided have been used by the City to keep stakeholders informed about program changes.

The City officially launched the Bayfront’s pay to park program on May 1, 2024. As of the end of October, the City has generated \$336,864 in net revenue, with \$250,257 coming from transient users, \$54,085 from individuals that purchased electronic permits, and \$32,521 in parking ticket payments. The pie chart to the right illustrates the location where pay station and mobile pay transactions have occurred. The most popular location is the Abbey Street Parking Lot and



spaces along Bay Blvd proximate to the lot. Before the parking demand management program was implemented, this lot was not typically available to transient users because it was fully occupied by individuals parking along the Bayfront for much of the day. This illustrates how pricing available parking with the electronic permit system has influenced people's choices regarding where they park when they need to be on the Bayfront for extended periods of time.

As illustrated to the right, there has been over 110,000 pay station and mobile pay transactions, with the average transaction being \$2.27. If we consider the average transaction a proxy for length of stay, then vehicles are turning over about 10 minutes more frequently than they had before the program was implemented.

The bar chart below illustrates net parking revenue by month. Pay station and mobile pay revenue, colored in blue and red, represent payments from transient users. A significant number of Bayfront employees (over 120) elected to take advantage of the discounted \$100 a year annual permits. That is why the e-permit revenue for the month of May is significantly higher than other months. Otherwise, the bar chart shows what most would anticipate with activity ramping up in May and June, peaking in July and August,

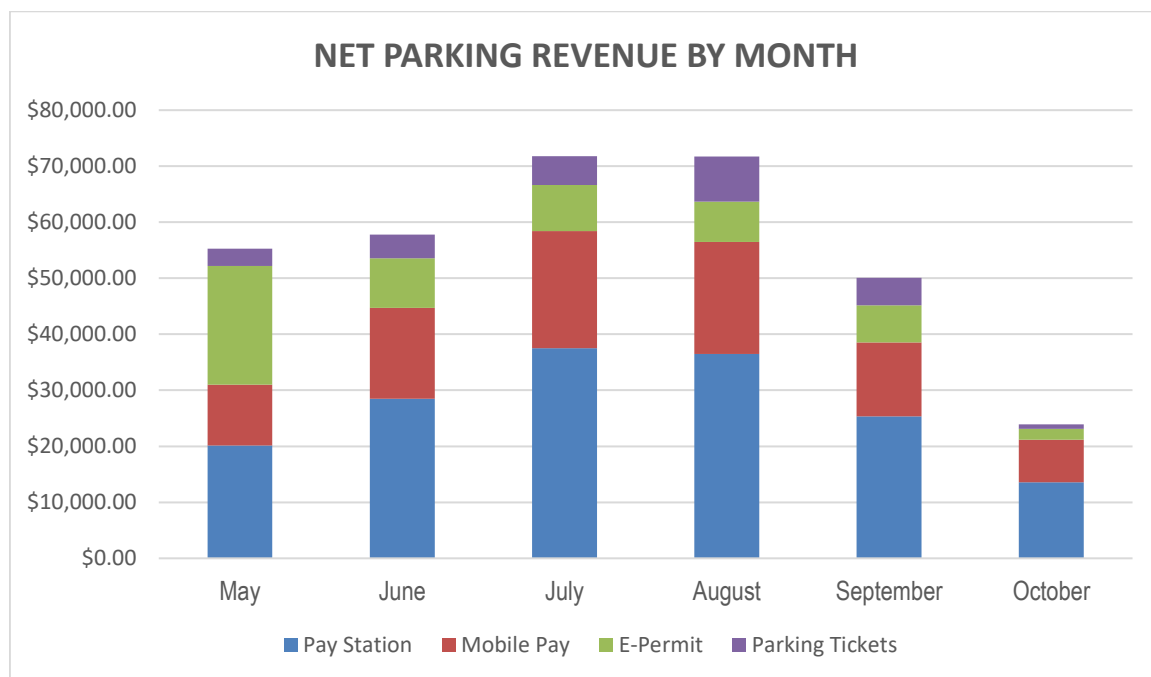
Meter Transactions 5/1/24 – 10/30/24

Total: 110,124

Net Revenue: \$250,257

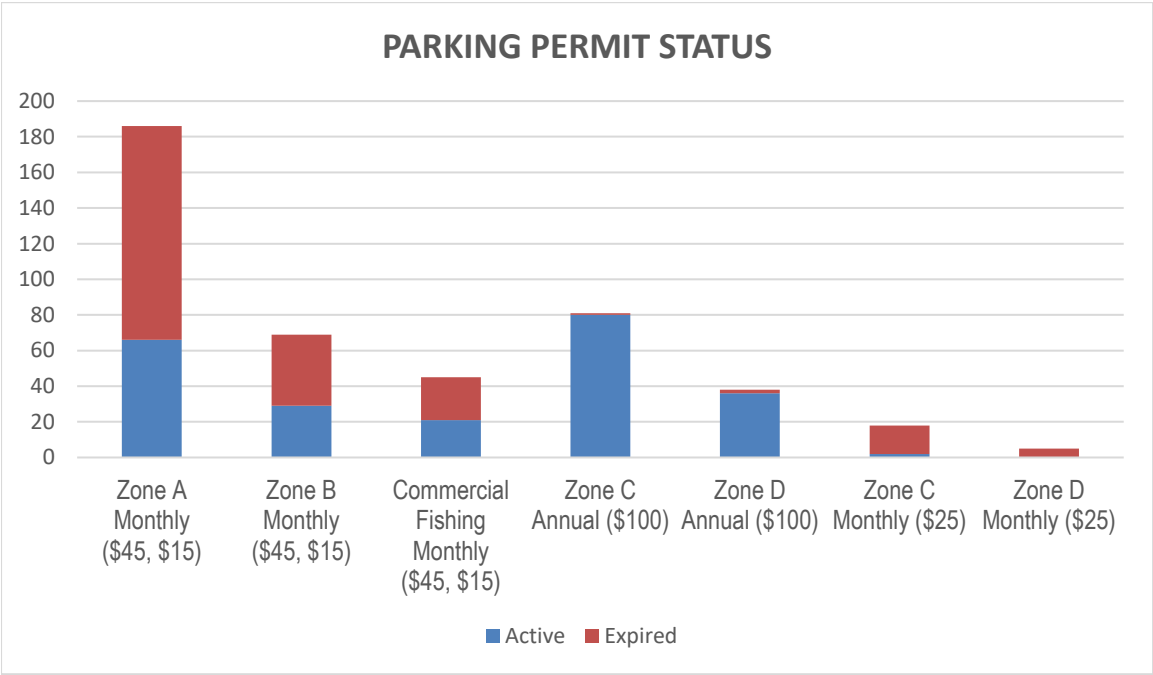
Transaction (Avg): \$2.27

Data from 2018 Parking Plan



before dropping back down in September and October. The City's Parking Advisory Committee assisted in setting pricing and permit caps for electronic permits. Monthly permits were made available for high demand parking areas along or near Bay Boulevard, including the Abbey Street Lot, Bay Boulevard Lot and Fall Street Lots and on-street areas in the vicinity of Port Dock 5. These areas, identified as Permit Zones A and B, are priced at \$45/mo. from May through October and \$15/mo. from November through April. Parking areas that are a little bit more removed, but still close to places of employment, are eligible for the discounted \$100 annual permits. They include portions of Canyon Way, the Canyon Way Lot, Lee Street Lot, a portion of Hatfield Drive and on-street parking along Bay Blvd adjacent to Port Dock 7. A \$25/mo. monthly permit is offered in these areas as well.

The bar chart below shows parking permits that have been purchased in each of the permit zones, including those that are active and those that are expired. Zone A was the most popular, with over 180 permits being issued. The City capped the number of permits available in each zone, and Zone A was the closest to hitting a cap, getting to about 95 active permits with the cap set at 115. It is important to keep in mind that fish processing was limited this summer, with Bornstein Seafoods shuttering its operations in May and Pacific Seafood electing to idle its surimi plant. Fish processing will likely increase in coming years and permit caps will need to be monitored/adjusted to account for the additional activity.



One type of permit that is not reflected in the bar chart are the Commercial Fishing Charter day permits. A total of \$1,209 of the \$8 day permits were sold between May and October.

USE OF PARKING FUNDS

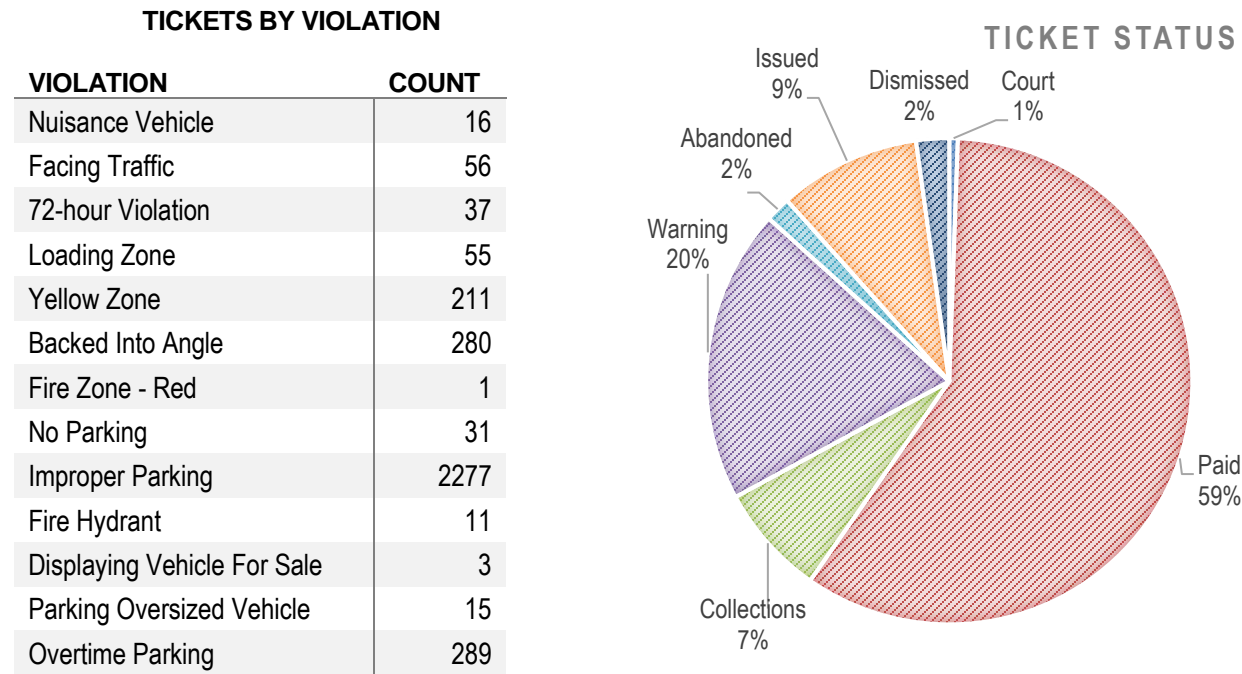
The City estimated parking program revenue to be \$441,000 for fiscal year 2024/25. A copy of the parking fund budget is enclosed. Fund revenue comes from the pay stations, “text to park” mobile pay, electronic permits, parking tickets, and fees in lieu from Nye Beach and City Center businesses. All parking related revenues are reserved for the administration of the parking program and to fund the maintenance and improvement of public parking assets. Assuming the Bayfront’s off-season program generates a little more than 20 percent of what was collected during the peak season, the City will be on target with its revenue projections. The tree map to the right illustrates how parking



revenues are used. Approximately 35 percent of the funds are dedicated to the administration of the program. This includes paying for parking enforcement staff, equipment maintenance, software upgrades, office supplies, etc. About 19 percent is programmed for current fiscal year parking projects. The City paved three Bayfront parking lots before the parking management program was implemented. This cost \$250,000, and the City borrowed that amount from an internal fund that must be paid off over the next 5-years. That is the 10 percent shown as debt payments. A modest 6 percent contingency is available to cover unanticipated expenses, with the remaining 30 percent reserved for future parking related projects.

PARKING ENFORCEMENT

Prior to the 2024/25 fiscal year, the City of Newport did not have the financial resources to consistently staff a parking enforcement position. Efforts were made to fund a position in-house and through a third party contract, using parking ticket proceeds; however, the revenue was insufficient and those efforts were suspended. With the implementation of the Bayfront Parking Program, the City hired and trained a parking enforcement officer, and equipped that individual with License Plate Reading equipment (vehicle mounted and handheld) so that they could efficiently enforce timed



parking limitations in the Bayfront, Nye Beach and City Center areas. Active enforcement in these three areas started in January of this year. Over the first 10 months of 2024, a total of 3,282 tickets were issued. The table above lists the violations by type. The most common, by far is “Improper Parking,” which includes parking in a metered area without paying the meter or having a permit (if in a permit zone). Overstaying a paid parking session or time limited area, and backing into an angled parking space were the next most common citations. The pie chart (above) shows that a significant number of warnings were given, particularly in the initial weeks that the City began to actively enforce parking limitations. Most tickets are paid (59%)

STATUS	DAY	COUNT	%
Issued	1	3282	100
Owner Lookup	3	982	29.92
Paid Before Notice	5	1742	53.08
Dismissed	8	75	2.29
Notice Sent	13	467	14.23
Paid After Notice	39	178	5.42
Sent to Collections	93	247	7.53
Collected by Collections	117	27	0.82

and a majority of those payments are made in a timely manner (53% before a delinquent notice is mailed. The above table shows the average ticket lifecycle, with most being fully resolved within 40 days. The City only recently entered into a contract with its parking vendor, T2 Systems Inc., for collection services, so there is not a great deal of information to report on that front at this time.

ONGOING ACTIVITIES

The City is only six months into its first year of having a Parking Management Program in place along the Bayfront. While there were some challenges getting the program up and running, including hiccups in the initial programming, and signage placement issues, by and large it appears to be running smoothly. This has been a team effort at the City, with Police Department taking the lead in programming the Pay Stations, License Plate Recognition Equipment, and online ticketing and collections services. Public Works and Engineering installed the pay stations and several hundred regulatory and “pay to park” signs. The Finance Department coordinated and tested the merchant accounts so that payments are properly received, and they have assisted members of the public who need assistance with paying parking tickets or are contesting them at Municipal Court. Lastly, the Community Development Department has coordinated the project, staffed the City’s Parking Advisory Committee, prepared outreach materials, setup the “text to park” mobile pay functionality, and is the point of contact for community members who need assistance with electronic permitting.

A modest number of complaints were received when the pay to park program was rolled out in May. That dropped to 1-2 per week on average through the summer. Many of the comments that staff received, were also submitted to the City Council. Some issues related to problems with the pay stations, other had to do with what they viewed as insufficient or improperly placed signage. There were also a handful of folks who stated that they are philosophically opposed to paid parking and avoid going to locations where it is used. Staff has worked to address these issues where it can, and will continue to do so.

Parking related activities that are currently taking place include, installation of security cameras by IT staff so that all of the pay stations are covered, efforts by the Police Department to work with T2 Systems on an off and on issue with the CPU in the Fall Street pay station, training of additional staff in the Police and Community Development Departments so that multiple individuals can adjust and update back end programming, and the development of additional outreach materials to continue to educate the public as to why paid parking is needed along the Bayfront and how the funds will be used. Nine (9) additional “text to park” signs have been ordered for areas where signage is limited, and the Public Works Department has identified where they can be safely installed once they are received.

Enclosed are sample reports that can be generated from the parking vendors software. There are multiple options, and these particular reports summarize parking revenue by location. One report is for the mobile pay “text to park” option and the other is for the ten (10) pay stations the City installed. The Bayfront Parking FAQ that the City put together is also enclosed, in English and Spanish, as is a graphic parking management plan for the Bayfront. An interactive web map is also available on the City’s website for persons looking for parking rules that apply to a specific Bayfront location.

Attachments

Mobile Pay Revenue by Month Report
Pay Station Revenue by Month Report
Bayfront Parking FAQ (English and Spanish)
Bayfront Parking Management Plan v9 (for reference)

T2 Iris Transaction Summary 12/12/2024 1:18 PM PST

Date/Time: 01/01/2024 12:00:00 AM to 12/12/2024 1:18:40 PM PST

Ticket #: All

Organization: City of Newport

Coupon Code: N/A

Pay Station: T2-MobilePay

Transaction Type: All

Stall Number: N/A

Plate Number: N/A

Grouping: Month

Month: 04/2024

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	93	\$198.00	Revenue	0	\$0.00	Total Transactions	93	
Revenue	0	\$0.00	Revenue	93	\$198.00	Test Transactions	0	\$0.00	Total Collections	93	\$198.00
Change Issued	0	\$0.00							Revenue	93	\$198.00
Refund Tickets	0	\$0.00									
Refund Tickets	0	\$0.00									
Total Refunds	0	\$0.00									
Excess Payment	0	\$0.00									
Attendant Deposit	0	\$0.00									
			PASSCARD			SMART CARD					
			Total Collections	0	\$0.00	Revenue	0	\$0.00			
			Revenue	0	\$0.00	Recharges	0	\$0.00			

Month: 05/2024

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	4807	\$10662.00	Revenue	0	\$0.00	Total Transactions	4807	
Revenue	0	\$0.00	Revenue	4807	\$10662.00	Test Transactions	0	\$0.00	Total Collections	4807	\$10662.00
Change Issued	0	\$0.00							Revenue	4807	\$10662.00
Refund Tickets	0	\$0.00									
Total Refunds	0	\$0.00									
Excess Payment	0	\$0.00									
Attendant Deposit	0	\$0.00									
			PASSCARD			SMART CARD					
			Total Collections	0	\$0.00	Revenue	0	\$0.00			
			Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary												
CASH			CREDIT CARD			PATROLLER CARD			TOTAL			
Total Collections	0	\$0.00	Total Collections	6970	\$16250.00	Revenue	0	\$0.00	Total Transactions	6970		
Revenue	0	\$0.00	Revenue	6970	\$16250.00	Test Transactions	0	\$0.00	Total Collections	6970	\$16250.00	
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	6970	\$16250.00	
Refund Tickets	0	\$0.00				Revenue	0	\$0.00				
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Recharges	0	\$0.00			
Excess Payment	0	\$0.00		Revenue	0	\$0.00						
Attendant Deposit	0	\$0.00										

Group Summary												
CASH			CREDIT CARD			PATROLLER CARD			TOTAL			
Total Collections	0	\$0.00	Total Collections	8756	\$20873.00	Revenue	0	\$0.00	Total Transactions	8756		
Revenue	0	\$0.00	Revenue	8756	\$20873.00	Test Transactions	0	\$0.00	Total Collections	8756	\$20873.00	
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	8756	\$20873.00	
Refund Tickets	0	\$0.00				Revenue	0	\$0.00				
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Recharges	0	\$0.00			
Excess Payment	0	\$0.00		Revenue	0	\$0.00						
Attendant Deposit	0	\$0.00										

Group Summary												
CASH			CREDIT CARD			PATROLLER CARD			TOTAL			
Total Collections	0	\$0.00	Total Collections	8399	\$19990.00	Revenue	0	\$0.00	Total Transactions	8399		
Revenue	0	\$0.00	Revenue	8399	\$19990.00	Test Transactions	0	\$0.00	Total Collections	8399	\$19990.00	
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	8399	\$19990.00	
Refund Tickets	0	\$0.00				Revenue	0	\$0.00				
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Recharges	0	\$0.00			
Excess Payment	0	\$0.00		Revenue	0	\$0.00						
Attendant Deposit	0	\$0.00										

Group Summary												
CASH			CREDIT CARD			PATROLLER CARD			TOTAL			
Total Collections	0	\$0.00	Total Collections	5662	\$13166.00	Revenue	0	\$0.00	Total Transactions	5662		
Revenue	0	\$0.00	Revenue	5662	\$13166.00	Test Transactions	0	\$0.00	Total Collections	5662	\$13166.00	
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	5662	\$13166.00	
Refund Tickets	0	\$0.00				Revenue	0	\$0.00				
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Recharges	0	\$0.00			
Excess Payment	0	\$0.00		Revenue	0	\$0.00						
Attendant Deposit	0	\$0.00										

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	3315	\$7576.00	Revenue	0	\$0.00	Total Transactions	3315	
Revenue	0	\$0.00	Revenue	3315	\$7576.00	Test Transactions	0	\$0.00	Total Collections	3315	\$7576.00
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	3315	\$7576.00
Refund Tickets	0	\$0.00				Revenue	0	\$0.00			
Total Refunds	0	\$0.00				Total Collections	0	\$0.00			
Excess Payment	0	\$0.00				Revenue	0	\$0.00			
Attendant Deposit	0	\$0.00									

Group Summary												
CASH			CREDIT CARD			PATROLLER CARD			TOTAL			
Total Collections	0	\$0.00	Total Collections	1126	\$2569.00	Revenue	0	\$0.00	Total Transactions	1126		
Revenue	0	\$0.00	Revenue	1126	\$2569.00	Test Transactions	0	\$0.00	Total Collections	1126	\$2569.00	
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	1126	\$2569.00	
Refund Tickets	0	\$0.00				Revenue	0	\$0.00				
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Recharges	0	\$0.00			
Excess Payment	0	\$0.00		Revenue	0	\$0.00						
Attendant Deposit	0	\$0.00										

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	297	\$746.00	Revenue	0	\$0.00	Total Transactions		297
Revenue	0	\$0.00	Revenue	297	\$746.00	Test Transactions	0	\$0.00	Total Collections	297	\$746.00
Change Issued	0	\$0.00							Revenue	297	\$746.00
Refund Tickets	0	\$0.00	PASSCARD			SMART CARD					
Total Refunds	0	\$0.00	Total Collections	0	\$0.00	Revenue	0	\$0.00			
Excess Payment	0	\$0.00	Revenue	0	\$0.00	Recharges	0	\$0.00			
Attendant Deposit	0	\$0.00									
Overall Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	39425	\$92030.00	Revenue	0	\$0.00	Total Transactions		39425
Revenue	0	\$0.00	Revenue	39425	\$92030.00	Test Transactions	0	\$0.00	Total Collections	39425	\$92030.00
Change Issued	0	\$0.00							Revenue	39425	\$92030.00
Refund Tickets	0	\$0.00	PASSCARD			SMART CARD					
Total Refunds	0	\$0.00	Total Collections	0	\$0.00	Revenue	0	\$0.00			
Excess Payment	0	\$0.00	Revenue	0	\$0.00	Recharges	0	\$0.00			
Attendant Deposit	0	\$0.00									

T2 Iris Transaction Summary 12/12/2024 1:18 PM PST

Date/Time: 01/01/2024 12:00:00 AM to 12/12/2024 1:18:45 PM PST

Ticket #: All

Organization: City of Newport

Coupon Code: N/A

Location: Abbey St. Lot Station,Bay St. Station,Case St. Station,Central Boardwalk Station,East Boardwalk Station,Fall St. Lot Station,Fall St. Station,Hurbert St. Station,Lee St. Lot,Unassigned,West Boardwalk Station

Transaction Type: All

Stall Number: N/A

Plate Number:

Grouping: Month

Month: 04/2024

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	0	\$0.00	Total Collections	96	\$203.00	Revenue	0	\$0.00	Total Transactions		115
Revenue	19	\$0.00	Revenue	96	\$203.00	Test Transactions	0	\$0.00	Total Collections	96	\$203.00
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	115	\$203.00
Refund Tickets	0	\$0.00									
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Revenue	0	\$0.00		
Excess Payment	0	\$0.00		Revenue	0	\$0.00	Recharges	0	\$0.00		
Attendant Deposit	0	\$0.00									

Month: 05/2024

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	312	\$472.85	Total Collections	8902	\$19449.00	Revenue	0	\$0.00	Total Transactions	9226	
Revenue	324	\$472.85	Revenue	8902	\$19449.00	Test Transactions	0	\$0.00	Total Collections	9214	\$19921.85
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	9226	\$19921.85
Refund Tickets	30	\$26.85									
Total Refunds	0	\$0.00		Total Collections	0	\$0.00	Revenue	0	\$0.00		
Excess Payment	30	\$26.85		Revenue	0	\$0.00	Recharges	0	\$0.00		
Attendant Deposit	0	\$0.00									

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	552	\$861.15	Total Collections	12108	\$27600.00	Revenue	0	\$0.00	Total Transactions		12678
Revenue	570	\$861.15	Revenue	12108	\$27600.00	Test Transactions	0	\$0.00	Total Collections	12660	\$28461.15
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	12678	\$28461.15
Refund Tickets	57	\$37.15									
Total Refunds	0	\$0.00									
Excess Payment	57	\$37.15									
Attendant Deposit	0	\$0.00	Total Collections	0	\$0.00	Revenue	0	\$0.00			
			Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	746	\$1194.70	Total Collections	15574	\$36338.00	Revenue	0	\$0.00	Total Transactions		16368
Revenue	789	\$1194.70	Revenue	15574	\$36338.00	Test Transactions	0	\$0.00	Total Collections	16320	\$37532.70
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	16363	\$37532.70
Refund Tickets	60	\$41.70									
Total Refunds	0	\$0.00									
Excess Payment	60	\$41.70									
Attendant Deposit	0	\$0.00	Total Collections	0	\$0.00	Revenue	0	\$0.00			
			Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	833	\$1285.80	Total Collections	15178	\$35182.00	Revenue	0	\$0.00	Total Transactions		16058
Revenue	878	\$1285.80	Revenue	15178	\$35182.00	Test Transactions	0	\$0.00	Total Collections	16011	\$36467.80
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	16056	\$36467.80
Refund Tickets	61	\$48.80									
Total Refunds	0	\$0.00									
Excess Payment	61	\$48.80									
Attendant Deposit	0	\$0.00	Total Collections	0	\$0.00	Revenue	0	\$0.00			
			Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	527	\$781.50	Total Collections	10873	\$24572.00	Revenue	0	\$0.00	Total Transactions		11407
Revenue	532	\$781.50	Revenue	10873	\$24572.00	Test Transactions	0	\$0.00	Total Collections	11400	\$25353.50
Change Issued	0	\$0.00							Revenue	11405	\$25353.50
Refund Tickets	40	\$32.50									
Total Refunds	0	\$0.00	PASSCARD			SMART CARD					
Excess Payment	40	\$32.50	Total Collections	0	\$0.00	Revenue	0	\$0.00			
Attendant Deposit	0	\$0.00	Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	214	\$341.50	Total Collections	6064	\$13277.00	Revenue	0	\$0.00	Total Transactions		6288
Revenue	224	\$341.50	Revenue	6064	\$13277.00	Test Transactions	0	\$0.00	Total Collections	6278	\$13618.50
Change Issued	0	\$0.00							Revenue	6288	\$13618.50
Refund Tickets	16	\$17.50									
Total Refunds	0	\$0.00	PASSCARD			SMART CARD					
Excess Payment	16	\$17.50	Total Collections	0	\$0.00	Revenue	0	\$0.00			
Attendant Deposit	0	\$0.00	Revenue	0	\$0.00	Recharges	0	\$0.00			

Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	68	\$109.95	Total Collections	1958	\$4328.00	Revenue	0	\$0.00	Total Transactions		2032
Revenue	74	\$109.95	Revenue	1958	\$4328.00	Test Transactions	0	\$0.00	Total Collections	2026	\$4437.95
Change Issued	0	\$0.00							Revenue	2032	\$4437.95
Refund Tickets	6	\$4.95									
Total Refunds	0	\$0.00	PASSCARD			SMART CARD					
Excess Payment	6	\$4.95	Total Collections	0	\$0.00	Revenue	0	\$0.00			
Attendant Deposit	0	\$0.00	Revenue	0	\$0.00	Recharges	0	\$0.00			

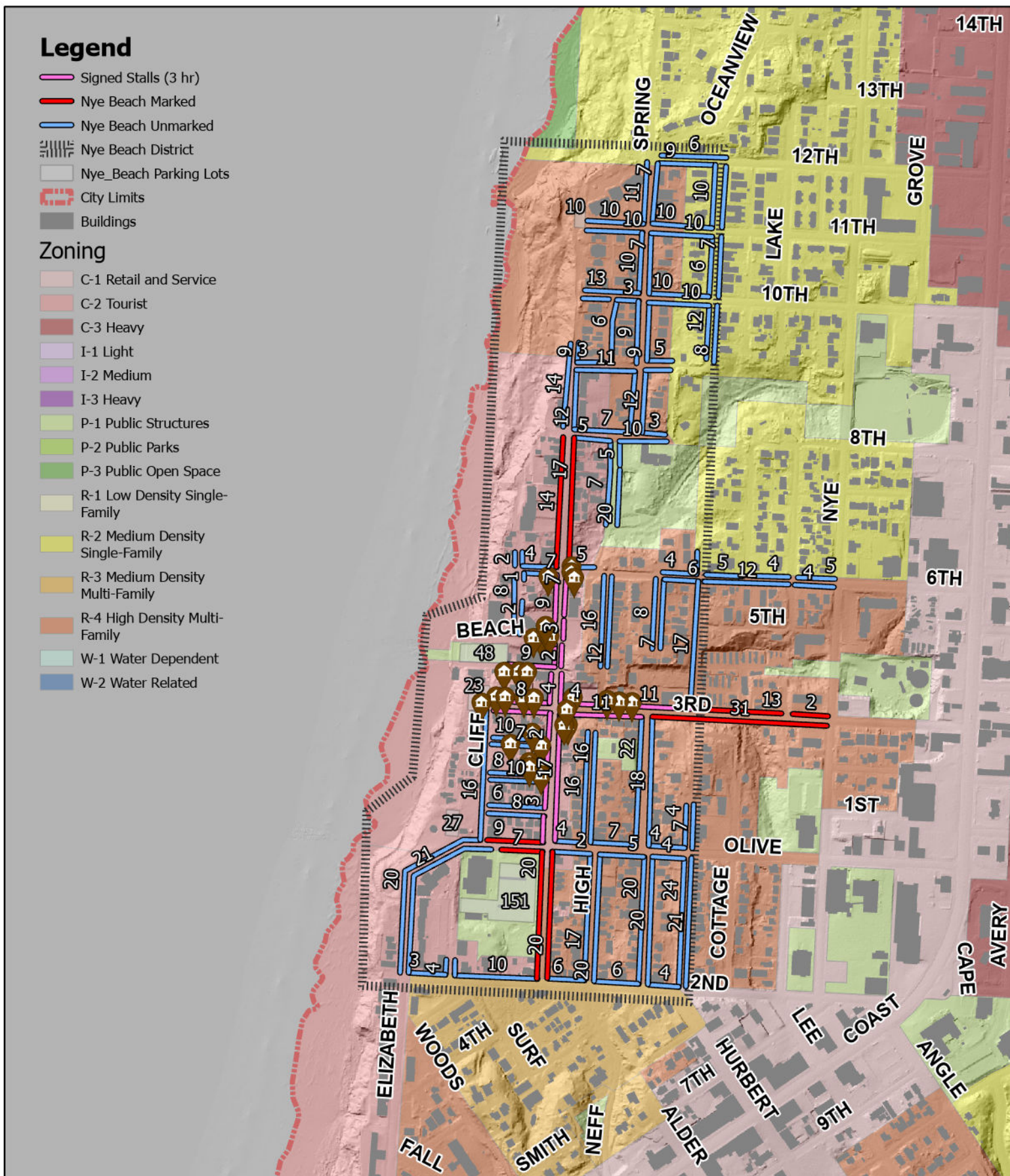
Group Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	20	\$35.00	Total Collections	471	\$1178.00	Revenue	0	\$0.00	Total Transactions		491
Revenue	20	\$35.00	Revenue	471	\$1178.00	Test Transactions	0	\$0.00	Total Collections	491	\$1213.00
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	491	\$1213.00
Refund Tickets	0	\$0.00		Total Collections	0	\$0.00	Revenue	0	\$0.00		
Total Refunds	0	\$0.00		Revenue	0	\$0.00	Recharges	0	\$0.00		
Excess Payment	0	\$0.00									
Attendant Deposit	0	\$0.00									
Overall Summary											
CASH			CREDIT CARD			PATROLLER CARD			TOTAL		
Total Collections	3272	\$5082.45	Total Collections	71224	\$162127.00	Revenue	0	\$0.00	Total Transactions		74663
Revenue	3430	\$5082.45	Revenue	71224	\$162127.00	Test Transactions	0	\$0.00	Total Collections	74496	\$167209.45
Change Issued	0	\$0.00	PASSCARD			SMART CARD			Revenue	74654	\$167209.45
Refund Tickets	270	\$209.45		Total Collections	0	\$0.00	Revenue	0	\$0.00		
Total Refunds	0	\$0.00		Revenue	0	\$0.00	Recharges	0	\$0.00		
Excess Payment	270	\$209.45									
Attendant Deposit	0	\$0.00									

Legend

- Signed Stalls (3 hr)
- Nye Beach Marked
- Nye Beach Unmarked
- Nye Beach District
- Nye_Beach Parking Lots
- City Limits
- Buildings

Zoning

- C-1 Retail and Service
- C-2 Tourist
- C-3 Heavy
- I-1 Light
- I-2 Medium
- I-3 Heavy
- P-1 Public Structures
- P-2 Public Parks
- P-3 Public Open Space
- R-1 Low Density Single-Family
- R-2 Medium Density Single-Family
- R-3 Medium Density Multi-Family
- R-4 High Density Multi-Family
- W-1 Water Dependent
- W-2 Water Related



City of Newport
Community Development Department
169 SW Coast Highway
Newport, OR 97365
Phone: 1.541.574.0629
Fax: 1.541.574.0644

Distribution of Residential Parking Passes (Total Vehicles: 92)

Terrain Image Taken July 2024
4-inch, 4-band Digital Orthophotos
GeoTerra, Inc. Eugene, OR

0 300 600 1,200 Feet



Legend

- Signed Stalls (3 hr)
- Nye Beach Marked
- Nye Beach Unmarked
- Nye Beach District
- Nye Beach Parking Lots
- City Limits
- Buildings

Zoning

- C-1 Retail and Service
- C-2 Tourist
- C-3 Heavy
- I-1 Light
- I-2 Medium
- I-3 Heavy
- P-1 Public Structures
- P-2 Public Parks
- P-3 Public Open Space
- R-1 Low Density Single-Family
- R-2 Medium Density Single-Family
- R-3 Medium Density Multi-Family
- R-4 High Density Multi-Family
- W-1 Water Dependent
- W-2 Water Related

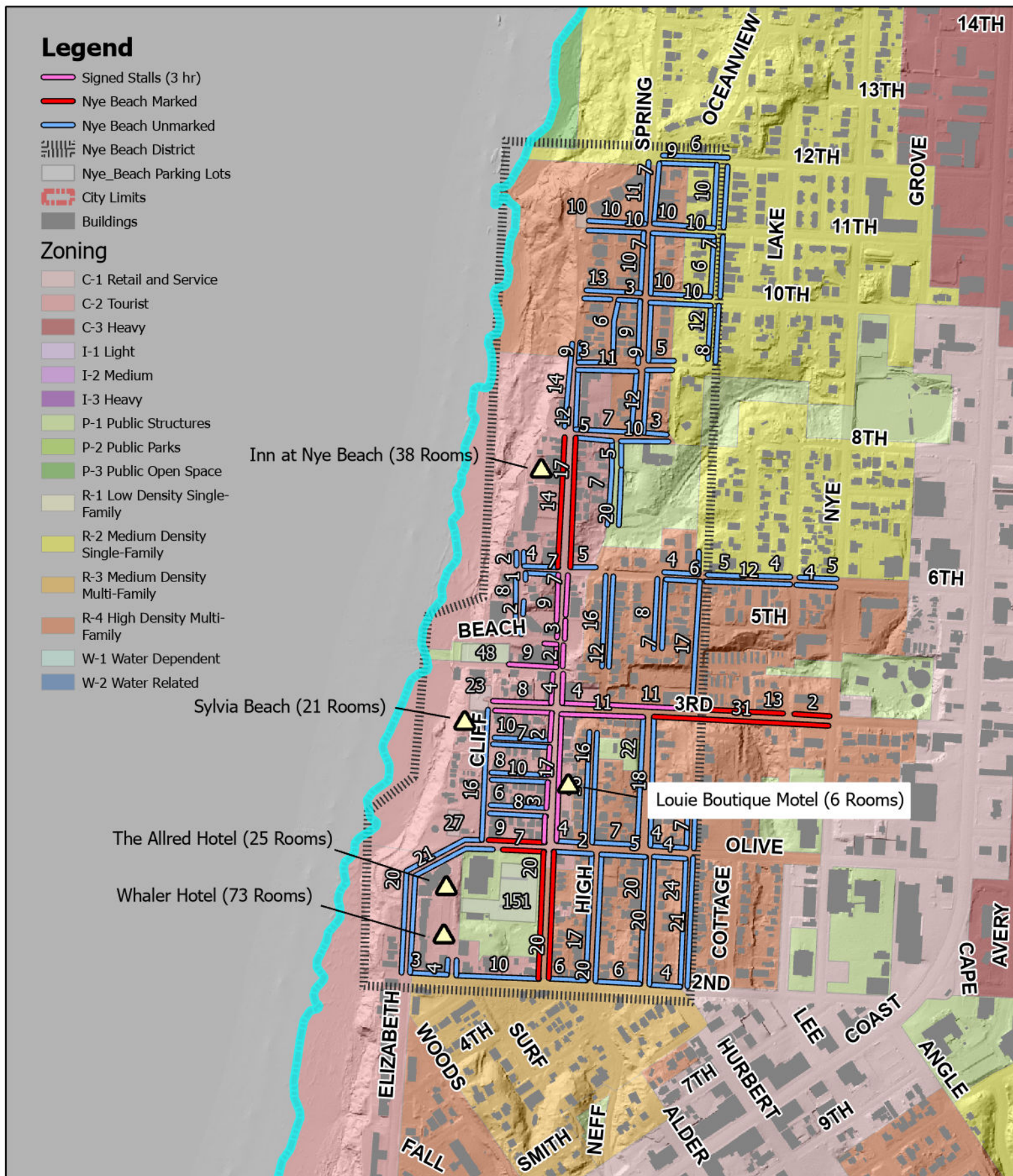
Inn at Nye Beach (38 Rooms)

Sylvia Beach (21 Rooms)

The Allred Hotel (25 Rooms)

Whaler Hotel (73 Rooms)

Louie Boutique Motel (6 Rooms)



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169 SW Coast Highway
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Hotels and Motels Nye Beach Parking District

Terrain Image Taken July 2024
4-inch, 4-band Digital Orthophotos
GeoTerra, Inc. Eugene, OR

0 300 600 1,200 Feet



23

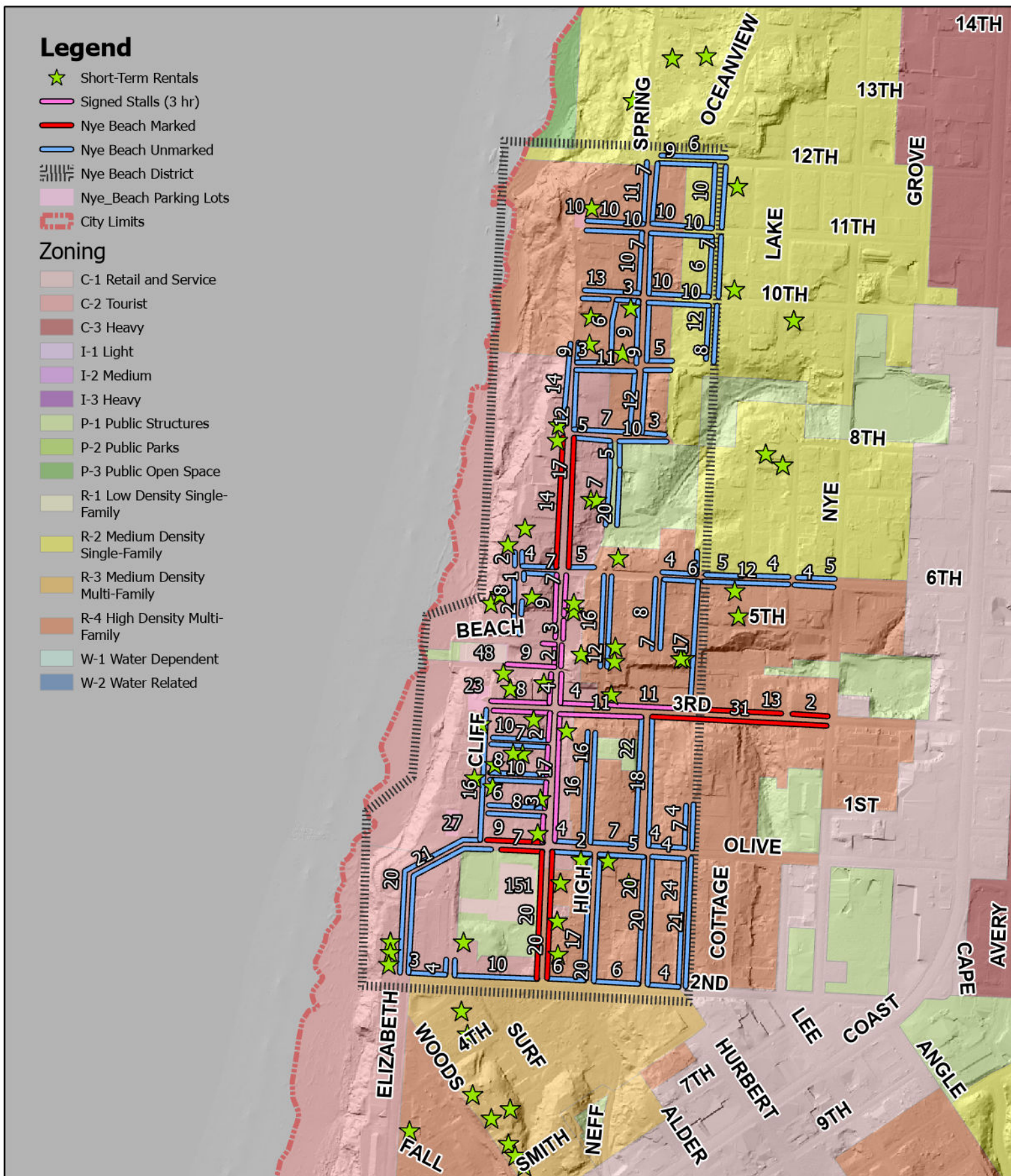
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Legend

- ★ Short-Term Rentals
- Signed Stalls (3 hr)
- Nye Beach Marked
- Nye Beach Unmarked
- ▤ Nye Beach District
- ▤ Nye_Beach Parking Lots
- ▤ City Limits

Zoning

- C-1 Retail and Service
- C-2 Tourist
- C-3 Heavy
- I-1 Light
- I-2 Medium
- I-3 Heavy
- P-1 Public Structures
- P-2 Public Parks
- P-3 Public Open Space
- R-1 Low Density Single-Family
- R-2 Medium Density Single-Family
- R-3 Medium Density Multi-Family
- R-4 High Density Multi-Family
- W-1 Water Dependent
- W-2 Water Related



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Fax: 1.541.574.0644

Short-Term Rentals Nye Beach Parking District

Terrain Image Taken July 2024
4-inch, 4-band Digital Orthophotos
GeoTerra, Inc. Eugene, OR

0 300 600 1,200 Feet





- This permit enables guests of Nye Beach lodging establishments to exceed the "3 hr parking" limitations for any given day.
- The permit applies to this vehicle only.
- To be valid, the permit must be displayed from the rear view mirror facing forward.

Business Name: _____

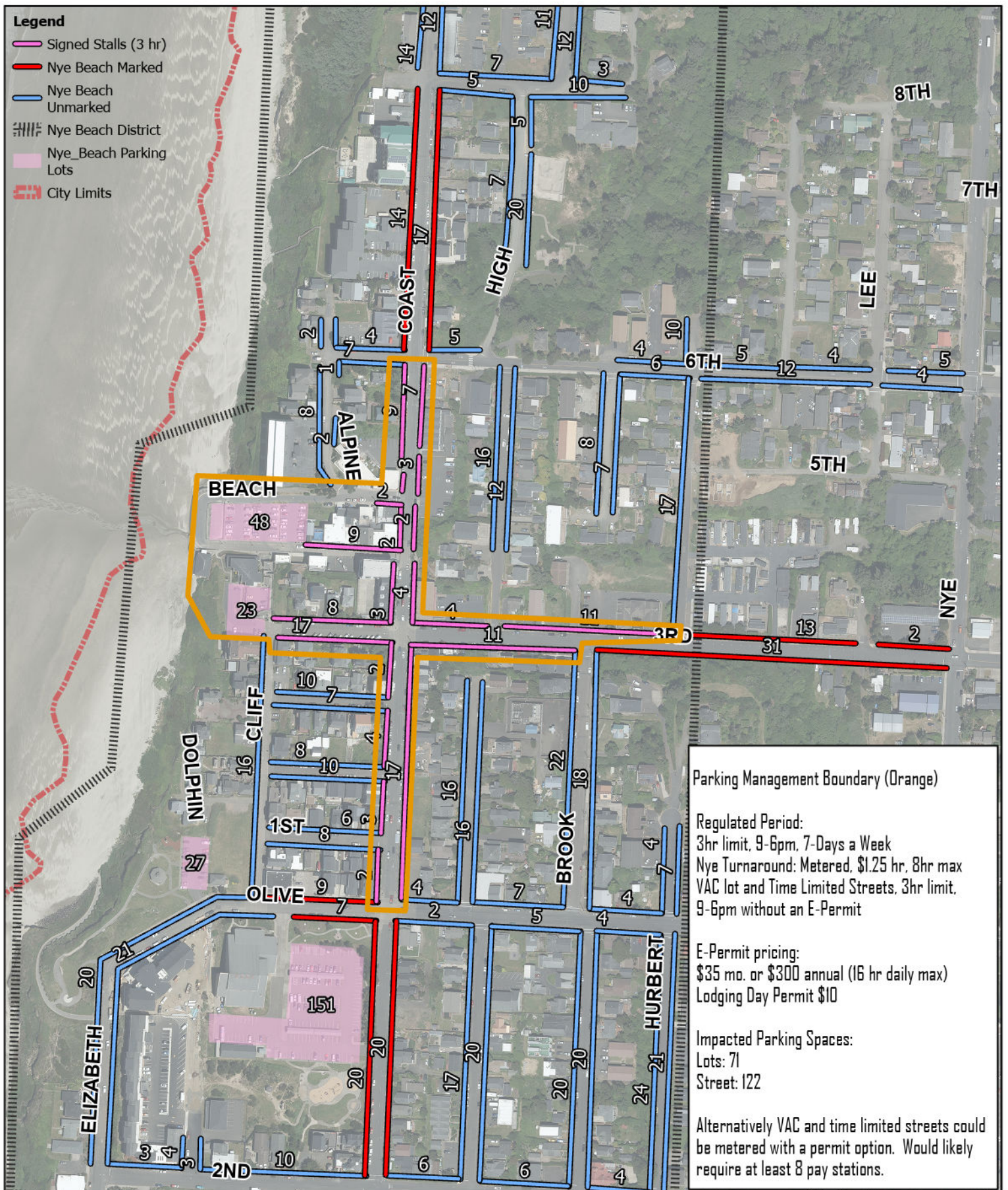
Contact Phone: _____

Effective Dates:

From: _____ To: _____

City of Newport
**PARKING
PERMIT**

Vehicle License Number



City of Newport
 Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

Nye Beach Parking Management Plan Concept

Perish Image Taken July 2024
 4-inch, 4-band Digital Orthophotos
 GeoTerra, Inc. Eugene, OR

0 150 300 600 Feet





What is the City's Plan for Managing Parking in Nye Beach?

The City's plan for managing parking is to establish paid parking and permit/timed parking areas along streets and parking lots in the commercial core of Nye Beach. The plan is based upon a parking study that the City completed with stakeholder input in 2018, and which was formally adopted in 2020.

Why Install "Pay to Park" Pay Stations and Charge for Permits?

The purpose of the parking pay stations and electronic permits is to increase vehicle turnover in high demand areas so that more parking is available to Nye Beach users. This will reduce congestion and improve public safety.

For much of the year, available parking is over 85% utilized, meaning it is "functionally full." Users cannot find a place to park, which leads to congestion, frustrated drivers, and vehicles being parked in an unsafe manner. Meter revenues will be used to fund parking enforcement, improve parking areas, and enhance overall access to Nye Beach.

So... What is the Parking Plan?

Attached to the back of this FAQ is a map showing the locations and pricing of the paid and permit parking areas. A limited number of electronic permits will be available for purchase online through the City of Newport website. Persons in paid parking areas will be able to pay by phone using a "text to pay" option or they can use one of the pay stations that the City will be installing. Pay stations include coin, credit card, and coupon code functionality.

Which Parking Areas will this apply to?

The Nye Beach Turnaround, Visual Arts Center parking lot, NW Beach Drive, and those portions of NW 3rd and NW Coast Streets currently time limited to 3 hour parking between 9-6pm. It will not apply to private lots and parking areas.

When will the Changes go into Effect?

Pay stations and new signage will be installed on or after _____. Paid electronic permits will be required for permit areas effective _____.

Will the Parking Limitations Apply to Disabled Individuals?

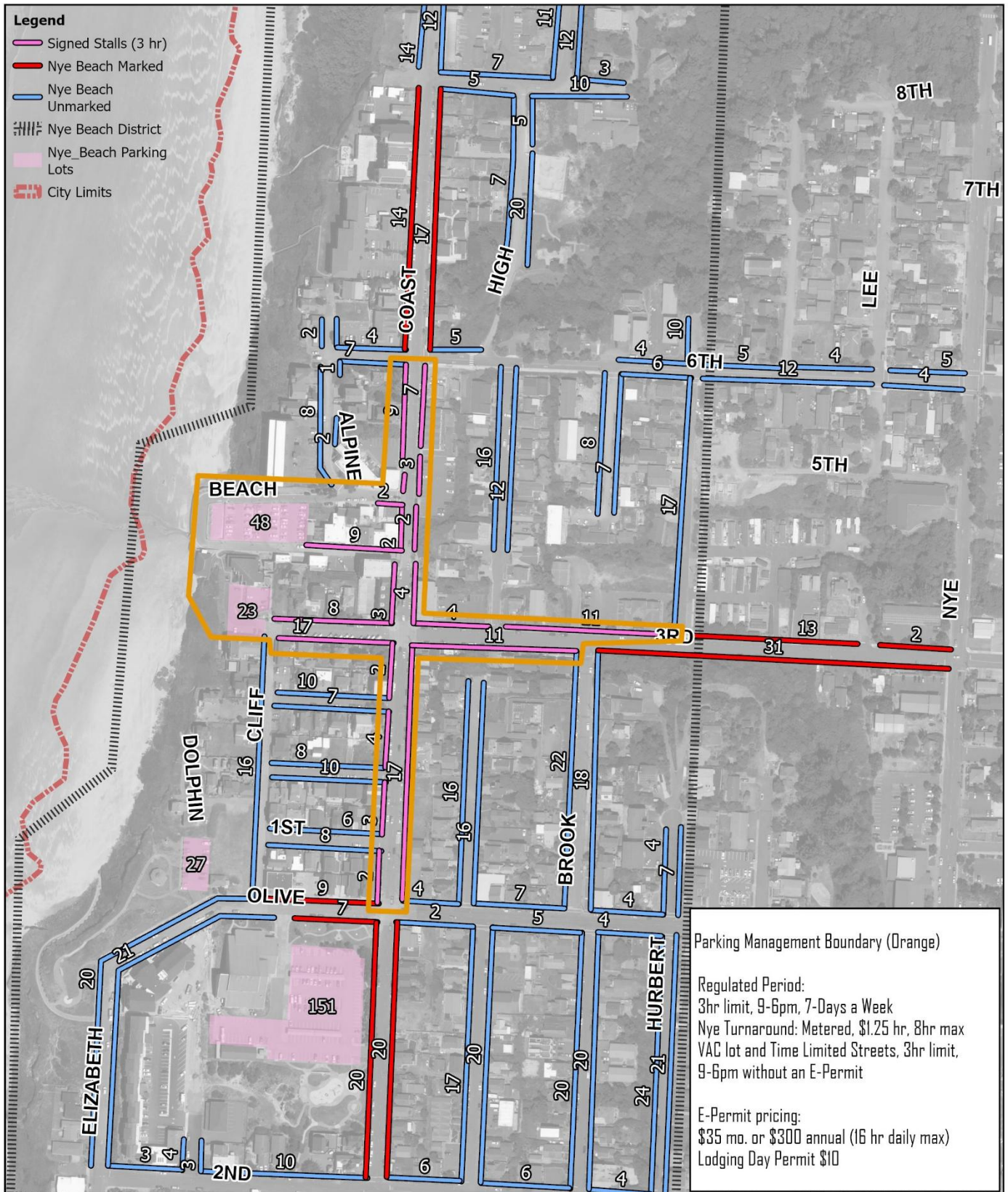
Vehicles with a state-issued disabled person registration or "wheelchair user" plate, placard, permit or decal will not be subject to posted time limits or payment requirements irrespective of whether or not they are parked in an ADA space.

How will this Impact Parking Enforcement?

The City will provide a break-in period of at least 30-days to help educate users about the new rules. They will only be issuing warnings during that time period. The City's parking enforcement officer who will be using License Plate Recognition (LPR) technology to efficiently identify vehicles parked in violation of the City's parking rules.

Who do I Contact to Learn More about Upcoming Changes?

For additional information, you can contact the City of Newport Community Development Department at 541-574-0629 or publiccomment@newportoregon.gov. You can also attend Parking Advisory Committee meetings, which are typically held on the third Wednesday of the month at Newport City Hall.



City of Newport
 Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

Nye Beach Parking Management Plan Concept

Aerial Image Taken July 2024
 4-inch, 4-band Digital Orthophotos
 GeoTerra, Inc. Eugene, OR

0 150 300 600 Feet



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• TECHNICAL MEMORANDUM •

TO Community Development Department City of Newport 169 SW Coast Highway Newport, Oregon 97365 d.tokos@newportoregon.gov	DATE 12/4/2024	JOB NO 2302-051
	ATTN Mr. Derrick Tokos	
	RE City of Newport: Visual Arts Center ADA Analysis. (NW 3rd Street & NW Cliff Street)	

Purpose

The parking area for the third floor of the Visual Arts Center in Newport, Oregon, lacks ADA access to the upper floor and within the building itself. This Technical Memorandum evaluates alternatives for incorporating ADA-compliant parking stalls in the third-floor parking area.

This memorandum assesses the feasibility of providing ADA access, presenting several improvement options, associated cost estimates, and a final project recommendation.

Existing Conditions



Figure 1: Image of Existing Site Conditions

The existing site, shown in Figure 1, features aged parking facilities with worn or missing lot striping. Concrete retaining walls are located on the South, East and West sides of the parking lot, both in fair condition, as illustrated in Figures 1, 2 and 3.



Figure 2: Northern Wall



Figure 3: Southern Wall

The walls are in good condition with no signs of critical failure. The existing asphalt is in fair condition and does not require immediate repair or replacement. While site drainage remains functional, it is aged. The sidewalk shows cracking in several areas, which could become a tripping hazard over time. See images below.



Figure 4: Sidewalk

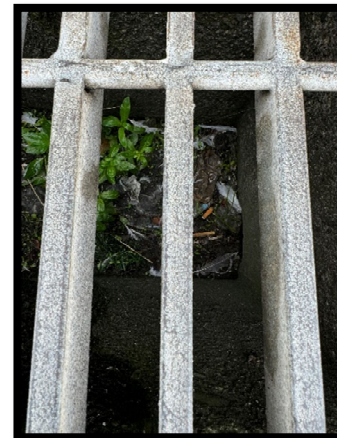


Figure 5: Existing Catch Basin

ADA and Parking Lot Standards

Accessibility standards under the Americans with Disabilities Act (ADA) apply to public accommodations, commercial facilities, and state and local government buildings, including new construction, alterations, and additions.

These standards are based on minimum guidelines established by the Access Board. Key ADA requirements for parking areas include:

- A minimum width of 96 inches for parking stalls
- An access aisle at least 60 inches wide
- A slope no greater than 1:48 (2.08%) in any direction
- A firm, stable, and slip-resistant surface
- Signage with the international symbol of accessibility, mounted at least 60 inches above the ground (measured to the bottom of the sign)

Figure 6 illustrates standard parking lot layouts and dimensions. For a double-row and aisle configuration, the standard parking lot width is 60 feet, which exceeds the width of the existing site by 6 feet. While angled parking reduces the required width, it forces vehicles to back out, and the current site lacks adequate space for turning around.

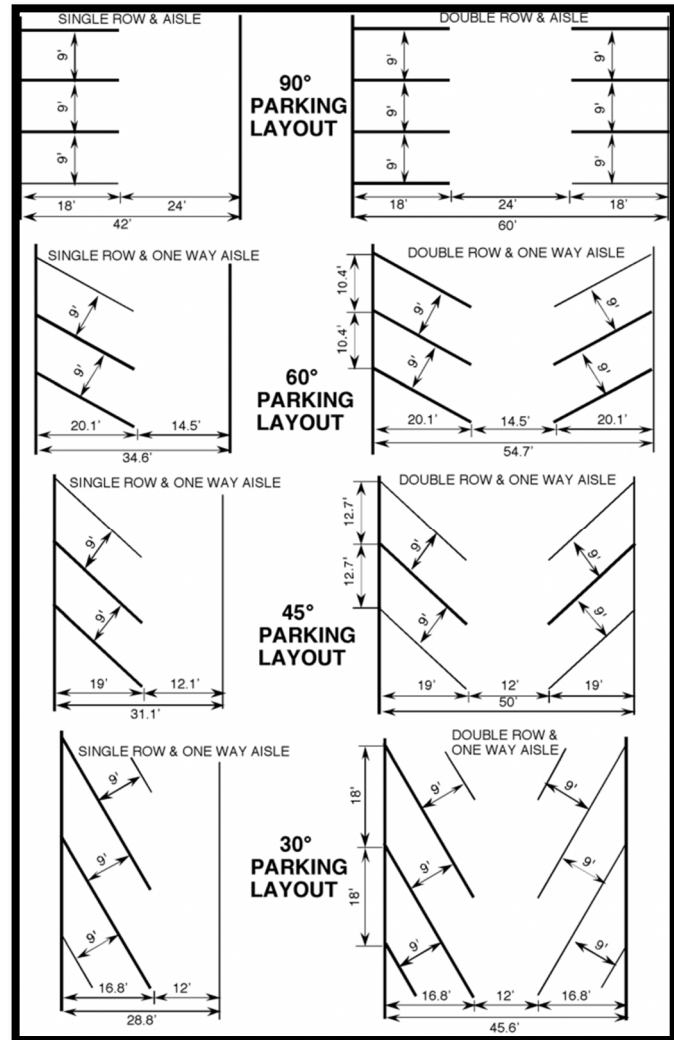


Figure 6: Standard Parking Configuration

Parking Lot Evaluations

Parking Lot Layout: The current configuration is a double-row layout with a 16-foot aisle width, which falls short of the 24-foot industry standard for maneuvering in and out of parking stalls. While maintaining this layout may be necessary due to space limitations, it is not ideal.



South Coast Office
486 E Street
Coos Bay, OR 97420

Willamette Valley Office
200 Ferry Street SW
Albany, OR 97321

Rogue Valley Office
830 O'Hare Parkway, Suite 102
Medford, OR 97504

North Coast Office
409 SW 10th Street
Newport, OR 97365

Parking Lot Grading and Stalls: The existing parking lot has a slope of approximately 8–10%, which is acceptable for standard parking but exceeds the maximum 2.08% allowed for ADA stalls and their associated pathways. To incorporate ADA-compliant stalls, a portion of the site will need regrading, requiring replacement of asphalt and curbing.

Per ADA requirements, a parking lot with fewer than 25 stalls requires one ADA-compliant stall.

Parking Lot Alternatives

ADA standards require only one ADA-compliant stall for parking lots with fewer than 25 spaces. Several improvement alternatives were developed, assuming no modifications to the two retaining walls. Soil removal in front of the East wall will be necessary to achieve new grades, but this is not expected to affect the wall's structure. Descriptions and visuals of the alternatives are provided below.

Alternative 1: This design features a double-row layout with two ADA parking stalls, asphalt concrete (AC) replacement, new parking lot striping, an ADA ramp, and sidewalk and curb replacement. The ADA stalls will be positioned parallel to the sidewalk near the entry. This configuration requires replacing approximately 56% of the AC surface.

Under this design, two parking stalls would have a cross slope of 12–13%, significantly exceeding the typical maximum of 6%. Reducing the slope would require re-grading a larger area, necessitating additional AC replacement. However, the slope could not be fully reduced to the 6% target due to the existing cross slope of 8%.

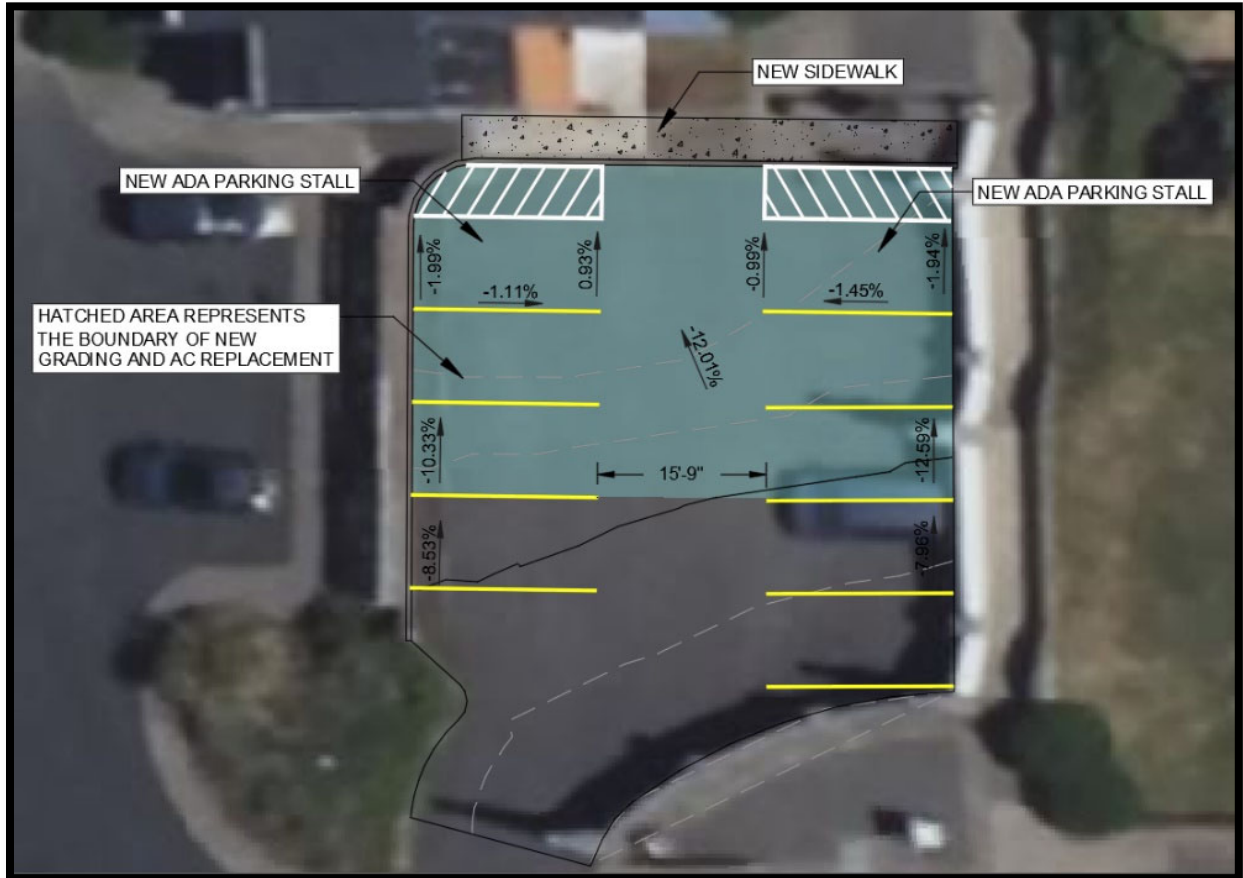


Figure 7: Alternative 1 Site Layout

Alternative 2: This option includes two ADA parking stalls, asphalt concrete (AC) replacement, new parking lot striping, an ADA ramp, and sidewalk and curb replacement. The stalls will extend from the sidewalk and be positioned perpendicular to the northern retaining wall. There are two parallel stalls on the south side of the parking area. This configuration requires replacing approximately 100% of the AC surface.

This option minimizes cross slopes on non-ADA stalls, eliminates all slopes greater than 10%, and provides a parking aisle width that allows for easy parking lot maneuverability. In comparison to the other alternatives, this option does require 6 inches of additional depth in front of the north retaining wall. The feasibility of this regrading may be limited by existing wall structure.

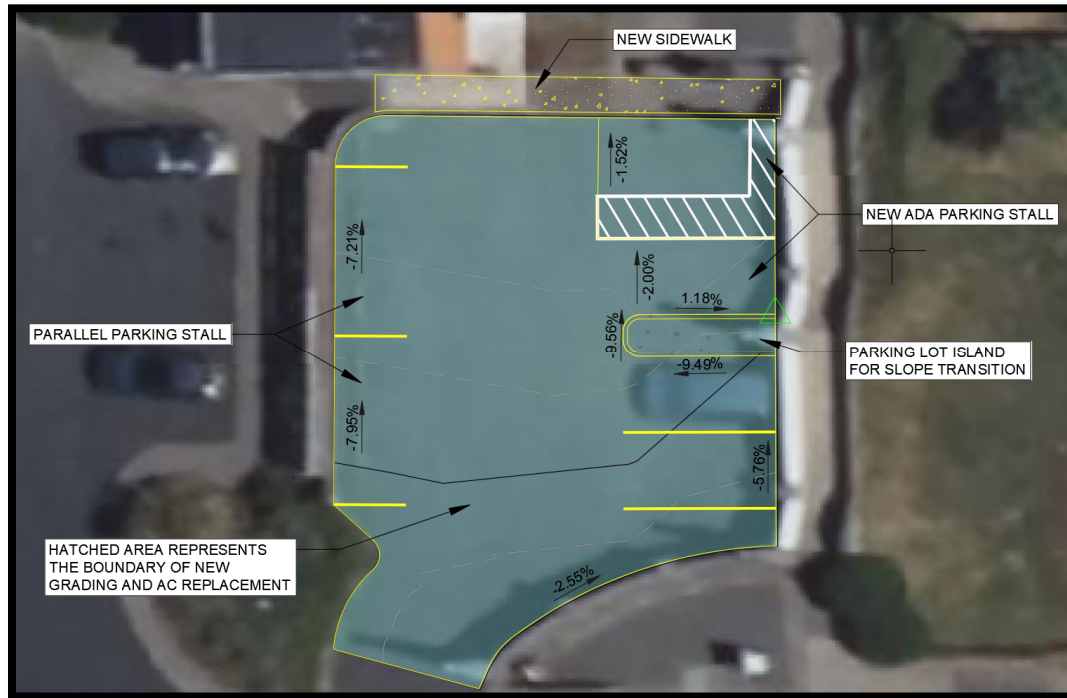


Figure 8: Alternative 2 Site Layout

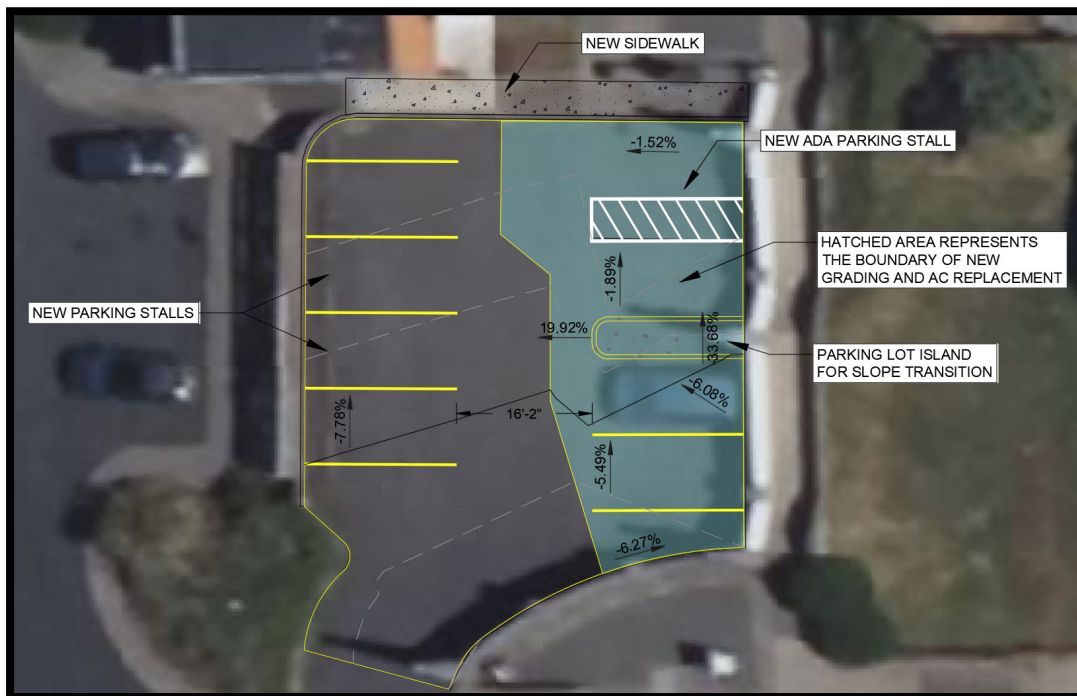


Figure 9: Alternative 3 Site Layout

Alternative 3: This design features a double-row layout with two ADA parking stalls, asphalt concrete (AC) replacement, new parking lot striping, an ADA ramp, and sidewalk and curb replacement. The stalls will extend from the sidewalk and be positioned perpendicular to the northern retaining wall. This configuration requires replacing approximately 41% of the AC surface.

A concrete island is included to manage the slope transition. The slope between the island curb and the AC match line is approximately 20%, which could be reduced by expanding the re-graded area.

However, the double-row layout results in a narrow aisle, limiting vehicle maneuverability.

Alternative 4: This option includes two ADA parking stalls, asphalt concrete (AC) replacement, new parking lot striping, an ADA ramp, and sidewalk and curb replacement. The ADA stalls are positioned as described in Alternative 3, while the parking stalls on the south side of the lot are aligned parallel to the curb, effectively increasing the aisle width. This design requires replacing approximately 41% of the AC surface.

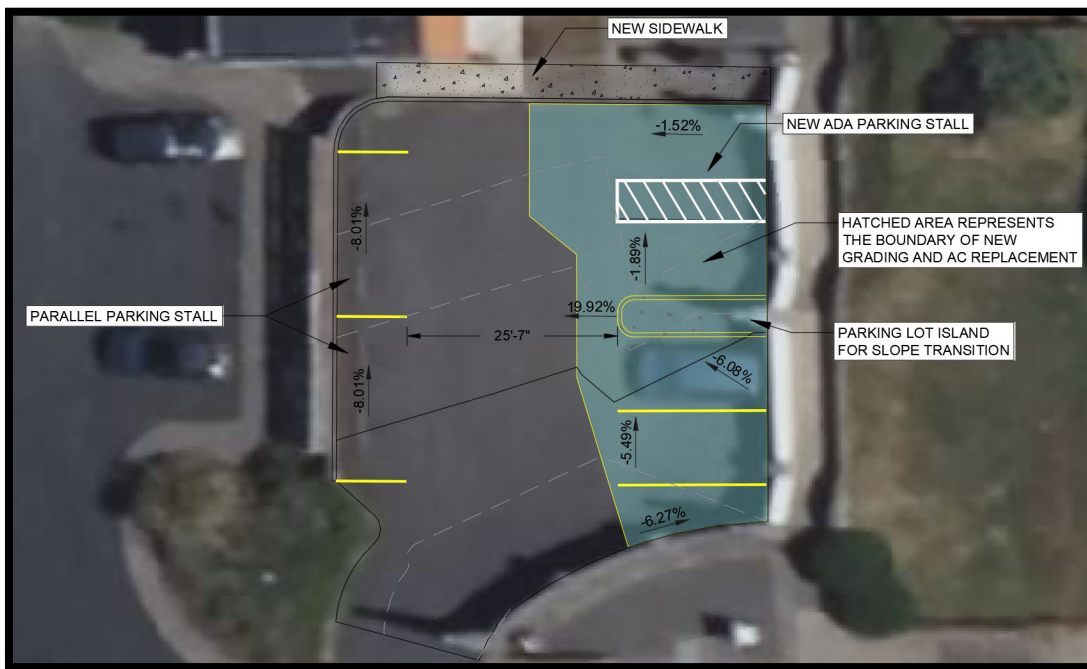


Figure 10: Alternative 4 Site Layout



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486 E Street
Coos Bay, OR 97420

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North Coast Office
409 SW 10th Street
Newport, OR 97365

A concrete island is included in the design for Alternative 4 to manage the slope transition. The slope between the island curb and the AC match line is approximately 20%. Reducing the slope would require expanding the regraded area, which would increase costs but result in a more conservative and accessible design.

Alternative Cost Estimates

The cost estimates in this Technical Memorandum include four components: construction, engineering, contingency, and legal/administrative costs. These estimates are preliminary and based on the level of planning presented in this study. Construction costs are estimated based on competitive bidding for public works projects. As the project progresses and site-specific information becomes available, these estimates may need to be updated.

Construction Costs

The estimated construction costs are based on actual bidding results from similar projects, published cost guides, and other relevant construction cost data. As-built drawings and system maps of the existing facilities were used to determine construction quantities, elevations of reservoirs and major components, and the locations of distribution lines. Where necessary, estimates are based on preliminary layouts of the proposed improvements.

Future changes in labor, equipment, and material costs may warrant adjustments to the estimates presented. To account for such fluctuations, engineering practices typically tie cost estimates to an index that reflects long-term economic changes. The Engineering News Record (ENR) Construction Cost Index (CCI) is commonly used for this purpose.

Legal and Administrative

An allowance of five percent (5%) of the construction cost has been included for legal and administrative services. This allowance covers internal project planning and budgeting, grant administration, liaison services, interest on interim loan financing, legal services, review fees, legal advertising, and other related expenses that may arise during the project.



South Coast Office
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North Coast Office
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Newport, OR 97365

Contingencies

A contingency factor of approximately 20% of the estimated construction cost has been included in the planning estimates for this plan. This accounts for variations in final quantities, market conditions, unforeseen construction challenges, unanticipated studies, and other potential difficulties that could increase costs. Once the final design is complete, the contingency can be reduced to 10%. However, a minimum 10% contingency should always be maintained for construction projects to accommodate material quantity variances and unforeseen conditions.

Engineering

Engineering services for major projects typically include special investigations, predesign reports, surveying, foundation exploration, preparation of contract drawings and specifications, bidding services, construction management, inspection, construction staking, start-up services, and preparation of operation and maintenance manuals. Engineering costs generally range from 18% to 25% of the contract cost, depending on project size and complexity. Larger projects without complex mechanical systems tend toward the lower range, while smaller or more complex projects require higher percentages.

For the design and construction services outlined in this plan, engineering costs are estimated at 25% of the construction cost.

Cost estimates for the four parking lot improvement alternatives are presented in the following tables.



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North Coast Office
409 SW 10th Street
Newport, OR 97365

Parking Lot Alternative #1					
Item No.	Description	Unit	Quantity	Unit Cost	Item Cost
1	Mobilization - Bonds, Insurance (5%)	LS	1	\$ 1,680.00	\$ 1,680.00
2	Construction Facilities and Temporary Controls (5%)	LS	1	\$ 1,680.00	\$ 1,680.00
3	Demo and Site Prep (10%)	LS	1	\$ 3,350.00	\$ 3,350.00
4	Excavation	CY	50	\$ 150.00	\$ 7,500.00
5	Foundation Stabilization	CY	25	\$ 80.00	\$ 2,000.00
6	Standard Concrete Sidewalk w/ 6" AB	SF	200	\$ 30.00	\$ 6,000.00
7	Pedestrian Ramp w/ 4" AB	EA	1	\$ 2,500.00	\$ 2,500.00
8	Standard Vertical Curb	LF	45	\$ 48.00	\$ 2,160.00
9	HMAC - Level 3	TON	20	\$ 200.00	\$ 4,000.00
10	Aggregate Base	CY	45	\$ 125.00	\$ 5,630.00
11	Geotextile Fabric	SY	175	\$ 5.00	\$ 880.00
12	G1 Catch Basin	EA	1	\$ 4,800.00	\$ 4,800.00
13	Parking Lot Striping	LS	1	\$ 5,500.00	\$ 5,500.00
<i>Estimated Construction Costs</i>				\$	47,680.00
	Administrative/Legal (5%)			\$	2,384.00
	Contingency (20%)			\$	9,536.00
	Engineering (25%)			\$	11,920.00
Estimated Project Total (rounded)				\$	72,000.00

Parking Lot Alternative #2					
Item No.	Description	Unit	Quantity	Unit Cost	Item Cost
1	Mobilization - Bonds, Insurance (5%)	LS	1	\$ 2,230.00	\$ 2,230.00
2	Construction Facilities and Temporary Controls (5%)	LS	1	\$ 2,230.00	\$ 2,230.00
3	Demo and Site Prep (10%)	LS	1	\$ 4,450.00	\$ 4,450.00
4	Excavation	CY	50	\$ 150.00	\$ 7,500.00
5	Foundation Stabilization	CY	25	\$ 80.00	\$ 2,000.00
6	Standard Concrete Sidewalk w/ 6" AB	SF	200	\$ 30.00	\$ 6,000.00
7	Pedestrian Ramp w/ 4" AB	EA	1	\$ 2,500.00	\$ 2,500.00
8	Standard Vertical Curb	LF	96	\$ 48.00	\$ 4,610.00
9	HMAC - Level 3	TON	37	\$ 200.00	\$ 7,400.00
10	Aggregate Base	CY	84	\$ 125.00	\$ 10,500.00
11	Geotextile Fabric	SY	336	\$ 5.00	\$ 1,680.00
12	G1 Catch Basin	EA	1	\$ 4,800.00	\$ 4,800.00
13	Parking Lot Striping	LS	1	\$ 5,000.00	\$ 5,000.00
<i>Estimated Construction Costs</i>				\$	60,900.00
	Administrative/Legal (5%)			\$	3,045.00
	Contingency (20%)			\$	12,180.00
	Engineering (25%)			\$	15,225.00
Estimated Project Total (rounded)				\$	92,000.00



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Parking Lot Alternative #3					
Item No.	Description	Unit	Quantity	Unit Cost	Item Cost
1	Mobilization - Bonds, Insurance (5%)	LS	1	\$ 1,570.00	\$ 1,570.00
2	Construction Facilities and Temporary Controls (5%)	LS	1	\$ 1,570.00	\$ 1,570.00
3	Demo and Site Prep (10%)	LS	1	\$ 3,130.00	\$ 3,130.00
4	Excavation	CY	40	\$ 150.00	\$ 6,000.00
5	Foundation Stabilization	CY	25	\$ 80.00	\$ 2,000.00
6	Standard Concrete Sidewalk w/ 6" AB	SF	200	\$ 30.00	\$ 6,000.00
7	Pedestrian Ramp w/ 4" AB	EA	1	\$ 2,500.00	\$ 2,500.00
8	Standard Vertical Curb	LF	45	\$ 48.00	\$ 2,160.00
9	HMAC - Level 3	TON	16	\$ 200.00	\$ 3,200.00
10	Aggregate Base	CY	35	\$ 125.00	\$ 4,380.00
11	Geotextile Fabric	SY	140	\$ 5.00	\$ 700.00
12	G1 Catch Basin	EA	1	\$ 4,800.00	\$ 4,800.00
13	Parking Lot Striping	LS	1	\$ 5,500.00	\$ 5,500.00
<i>Estimated Construction Costs</i>				\$	43,510.00
	Administrative/Legal (5%)			\$	2,176.00
	Contingency (20%)			\$	8,702.00
	Engineering (25%)			\$	10,878.00
Estimated Project Total (rounded)				\$	66,000.00

Parking Lot Alternative #4					
Item No.	Description	Unit	Quantity	Unit Cost	Item Cost
1	Mobilization - Bonds, Insurance (5%)	LS	1	\$ 1,540.00	\$ 1,540.00
2	Construction Facilities and Temporary Controls (5%)	LS	1	\$ 1,540.00	\$ 1,540.00
3	Demo and Site Prep (10%)	LS	1	\$ 3,080.00	\$ 3,080.00
4	Excavation	CY	40	\$ 150.00	\$ 6,000.00
5	Foundation Stabilization	CY	25	\$ 80.00	\$ 2,000.00
6	Standard Concrete Sidewalk w/ 6" AB	SF	200	\$ 30.00	\$ 6,000.00
7	Pedestrian Ramp w/ 4" AB	EA	1	\$ 2,500.00	\$ 2,500.00
8	Standard Vertical Curb	LF	45	\$ 48.00	\$ 2,160.00
9	HMAC - Level 3	TON	16	\$ 200.00	\$ 3,200.00
10	Aggregate Base	CY	35	\$ 125.00	\$ 4,380.00
11	Geotextile Fabric	SY	140	\$ 5.00	\$ 700.00
12	G1 Catch Basin	EA	1	\$ 4,800.00	\$ 4,800.00
13	Parking Lot Striping	LS	1	\$ 5,000.00	\$ 5,000.00
<i>Estimated Construction Costs</i>				\$	42,900.00
	Administrative/Legal (5%)			\$	2,145.00
	Contingency (20%)			\$	8,580.00
	Engineering (25%)			\$	10,725.00
Estimated Project Total (rounded)				\$	65,000.00



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Final Recommendation

Alternative 2 offers the largest aisle for vehicle maneuvering, the most conservative site slopes and has no abrupt grade changes. While it provides two fewer parking stalls compared to other options and is more expensive, the improved maneuverability offers a greater overall benefit and City code compliance. Alternative 2 is the recommended improvement project.