

**City of Newport
Parking Advisory Committee Minutes
June 18, 2025**

LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	
Time Start: 6:05 P.M.	Time End: 8:02 P.M.

ATTENDANCE LOG/ROLLCALL

COMMITTEE MEMBER	STAFF
Chair Janell Goplen (absent, excused)	Derrick Tokos, Community Development Director
Aaron Bretz (absent)	Sherri Marineau, Community Development Dept.
Gary Ripka (absent)	Coren Loper, Parking Enforcement Officer
Bill Branigan	John Fuller, Communications Specialist
Doretta Smith (by video)	
Lisa Emond (absent, excused)	PUBLIC
Kevin Lewis	Ashley Bixler
Robert Emond	
Jocelyn Stooddy	
Doris Posner	

AGENDA ITEM	ACTIONS
CALL TO ORDER AND ROLL CALL a. Roll Call	None.
APPROVAL OF THE MINUTES a. Meeting minutes of May 21, 2025	Motion by Lewis, seconded by Stooddy to approve the minutes of May 21, 2025 as written. Motion carried unanimously with Branigan, Smith, Lewis, Stooddy, and Posner all voting in favor.
RESULTS OF THE BAYFRONT PARKING SURVEY.	<p>Fuller gave an overview of the results of the Bayfront Parking Survey.</p> <p>The Committee discussed several aspects related to Bayfront parking, beginning with the number of businesses in the area and how many driveway aprons could potentially be removed to create additional parking spaces.</p> <p>Concerns were raised about the possibility of QR Code scams, followed by a suggestion that the city provide QR Code stickers and payment instructions for businesses on the Bayfront. There was interest in exploring a park-and-ride option along the Bayfront, starting near the NW Natural LNG tank.</p>

	<p>Committee members questioned whether it would be feasible to paint lines on sidewalks to designate parking areas, and proposed adding larger format signs in parking lots as well as distributing informational fliers in local businesses. A recommendation was made to include directional arrows on kiosks to improve usability, and a request was voiced to share parking information with short-term rentals and hotels.</p> <p>The Committee also discussed adding a parking map link to the Discover Newport website, and reviewed height requirements for parking signage. They concluded with next steps to address survey responses, and considered methods to track parking space occupancy across different times and days.</p>
SCOPE OF IMPROVEMENTS FOR THE BAYFRONT SIDEWALK ENHANCEMENT PROJECT.	<p>Tokos updated the Committee on the scope of improvements for the Bayfront sidewalk enhancement project.</p> <p>The Committee raised several questions, including whether property owners were responsible for repairing sidewalks, and inquiries about the angled parking construction planned at the Pine Street intersection. There was also a question regarding potential improvements to the sidewalks along Canyon Way Street, and discussion on how runoff will be addressed at the Hurbert and Bay Blvd section.</p>
OUTREACH SCHEDULE FOR NYE BEACH PARKING MANAGEMENT PROGRAM.	<p>Tokos gave a brief update on the schedule for the Nye Beach Parking Management Program.</p> <p>Posner requested that the group walk the Nye Beach area during another meeting so they had a better understanding of the area when talking to the community.</p> <p>The Committee discussed the options for the Tap House parking lot, and considerations for parking at the Visual Arts Center.</p>
PARKING CODE ENFORCEMENT ISSUES.	<p>Tokos reported that he and the City Engineer met with Pacific Seafoods regarding the addition of parking spaces in the Abbey Street parking lot, which was interfering with their large truck deliveries. Pacific Seafoods requested the removal of one parking space and the establishment of a loading-only space adjacent to it, which would allow trucks to maneuver through the area more effectively.</p> <p>The Committee expressed general consensus that the change would be appropriate, provided Pacific Seafoods could demonstrate they have rights to use the Bay Market driveway.</p>
CITIZEN/PUBLIC COMMENT	

Ashley Bixler asked whether someone could receive a ticket while walking to pay for parking. Tokos responded that the Enforcement Officer, Loper should be able to recognize such situations; while it was technically possible, it didn't occur frequently. Smith added that the T2 system should be able to detect when someone paid for parking within 10 minutes of the license plate recognition scan, and Tokos suggested they look into that capability.

Bixler then asked if a warning ticket could be issued for overstaying a paid parking period. Posner emphasized the importance of personal responsibility, while Bixler proposed a smaller fee for first-time offenses. Tokos reminded the group that Loper could use discretion for this and when equipment wasn't functioning properly. Posner suggested gathering data on how many individuals had received only one ticket. Tokos confirmed that data from the Bayfront would continue to be shared with the Committee. Bixler expressed concern for individuals who struggle with technology, and Smith noted that part of the goal with the meter implementation was to encourage behavior change to improve parking availability on the Bayfront.

Bixler also asked how long food trucks could remain parked, and Tokos believed the limit was two hours. She inquired whether signage indicated that payment could be made before 11 a.m.; Tokos clarified that while it wasn't stated on the signs, the system would notify users that their paid time would begin at 11 a.m. Lastly, Bixler expressed support for having QR codes available in stores for patrons to use.

Submitted by: Sherri Marineau

Sherri Marineau, Executive Assistant