

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

<b>LOCATION:</b> CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT
<b>Time Start:</b> 6:04 P.M. <span style="float: right;"><b>Time End:</b> 7:08 P.M.</span>

**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)	<b>PUBLIC</b>
	Sharon Snow

AGENDA ITEM	ACTIONS
<p><b>CALL TO ORDER AND ROLL CALL</b></p> <p>a. Roll Call</p>	<p>None.</p>
<p><b>APPROVAL OF THE MINUTES</b></p> <p>a. Meeting minutes of September 18, 2024</p>	<p>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.</p>
<p><b>ROGUE BREWERY LOADING ZONE REQUEST (CONTINUED DISCUSSION)</b></p>	<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>
<p><b>REVIEW OF BAYFRONT PARKING DATA COLLECTED TO DATE</b></p>	<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>
<p><b>UPDATE ON STEPS BEING TAKEN TO TRANSITION BAYFRONT PARKING MANAGEMENT TO THE OFF-SEASON PROGRAM</b></p>	<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>
<p><b>CITIZEN/PUBLIC COMMENT</b></p>	<p>None.</p>

Submitted by:  Sherri Marineau

Sherri Marineau, Executive Assistant