

Duluth Parking Commission
Sixty-Seventh Meeting
7:30 a.m. Friday, December 7, 2018
City Council Chambers, Duluth City Hall

Members Present

- Andy Goldfine, President
- Dennis Jensen
- Noland Makowsky
- Jessica Sterle
- Karin Swor
- Em Westerlund

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- Carl Crawford, Human Rights Officer – City of Duluth
- Doug Melander, Duluth Operations Manager – Interstate Parking Company

Approval of October 2018 meeting minutes

Commissioner Em Westerlund motioned that the October 2018 parking commission meeting minutes be approved as presented. Commissioner Noland Makowsky seconded the motion, which was approved 6-0.

On-street ADA parking zone requests

Mr. Bauer presented six accessible parking signage requests for approval. He stated that he had consulted with the applicants and the City of Duluth Commission on Disabilities and had performed site visits to each property. Mr. Bauer recommended approval of all six applications. Commissioner Makowsky motioned that that application for 3506 West 2nd Street be approved. Commissioner Dennis Jensen seconded the motion, which was approved 6-0. Commissioner Westerlund motioned that the application for 628 North 60th Avenue West be approved. Commissioner Karin Swor seconded the motion, which was approved 6-0. Commissioner Jensen motioned that the application for 107 South 19th Avenue West be approved. Commissioner Jessica Sterle seconded the motion, which was approved 6-0. Commissioner Westerlund motioned that the application for 13302 West 3rd Street be approved. Commissioner Sterle seconded the motion, which was approved 6-0. Commissioner Jensen motioned that the application for 1525 Jefferson Street be approved. Commissioner Swor seconded the motion, which was approved 6-0. Commissioner Westerlund motioned that the application for 2112 West 3rd Street be approved. Commissioner Jensen seconded the motion, which was approved 6-0.

Proposal to convert an on-street ADA zone on East 2nd Street to a ten-minute drop-off zone

Mr. Bauer presented a proposal to convert an ADA parking zone on 2nd Street, near the southwest corner of the intersection with 19th Avenue East, to a ten-minute drop-off zone. He stated that a manager at the adjacent Residential Services, Inc. building, which serves adults with accessibility needs, had requested the change to better reflect the current needs of the building. Mr. Bauer stated that the parking division was aware of another party that had been using the space but that the division had been unable to identify that party to gather their input on the proposed change. Commissioner Makowsky motioned that the proposal be approved as presented. Commissioner Swor seconded the motion, which was approved 6-0.

Proposal to reverse approval of bicycle lane implementation on a portion of East 8th Street

Mr. Bauer presented a proposal to reverse the parking commission's prior approval of a bicycle lane on the south side of 8th Street, between 15th Avenue East and 18th Avenue East. He stated that City administration and the Community Planning division had decided not to implement the lane, which would have resulted in the elimination of parking along the referenced section of roadway, partly as a result of negative public feedback generated by the planned conversion, as well as lack of inclusion in a larger-scope bikeways plan. Mr. Bauer stated that the referenced area would remain in its current configuration. Commissioner Sterle motioned that the reversal of the approval be approved. Commissioner Makowsky seconded the motion, which was approved 6-0.

Proposal to implement a ten-minute drop-off zone on 19th Avenue West

Mr. Bauer presented a proposal to implement a ten-minute drop-off zone on the west side of 19th Avenue West, near the intersection with 1st Street, adjacent to Summit Companies. He stated that the owner of the business had requested the zone due to the increased number of parkers in the area related to the rapid growth of business on nearby Superior Street. Mr. Bauer stated that the owner would like the new zone to preserve short term parking adjacent to her building, primarily for deliveries and pick-ups and drop-offs. Commissioner Makowsky inquired about the hours of enforcement for drop-off zones. Mr. Bauer stated that the parking division's general practice was to enforce such zones from 8:00 a.m. to 6:00 p.m., unless otherwise requested by area stakeholders. Commissioner Jensen motioned that the proposal be approved. Commissioner Westerlund seconded the motion, which was approved 6-0.

Proposal to prohibit parking at the junction of Grand Forks Avenue and Chestnut Street

Mr. Bauer presented a proposal to prohibit parking at the junction of Grand Forks Avenue and Chestnut Street. He stated that that the request had been generated by the Voyager Bus Company, who had noted difficulty in navigating school buses through the turn with vehicles parked in the area. Mr. Bauer had visited the site and noted that the street width narrows from 20' to about 16' in the area of the junction. He stated that the Duluth Fire Department generally advises that road width be at least 26' wide, with 18' of clear traffic passage width, to allow parking on either side of a street. Commission President Andy Goldfine suggested that the parking commission formally request that the City's engineering division review the width of the junction and examine the possibility of widening the road width in the area. Commissioner Swor motioned that the parking prohibition be approved, along with the request to engineering. Commissioner Jensen seconded the motion, which was approved 6-0.

Proposal to implement a four-stall five-minute drop-off zone on the 500 block of West Superior Street

Mr. Bauer presented a proposal to implement a four-stall five-minute drop-off zone on the 500 block of West Superior Street, adjacent to the Duluth Public Library. He stated that the area had featured four short-term drop-off stalls prior to the redevelopment of that section of Superior Street but that the new configuration of the spaces, which had switched from angled to parallel parking, required a new approval by the parking commission. He stated that the library's management staff had requested the spaces so that their clients could use them for dropping off books and other short-term activities. Commissioner Westerlund motioned that the proposal be approved. Commissioner Makowsky seconded the motion, which was approved 6-0.

Proposal to implement a 15-minute time limit zone on the 3900 block of Grand Avenue

Mr. Bauer introduced a proposal to implement a 15-minute time limit zone on the 3900 block of Grand Avenue, adjacent to the Proctor Federal Credit Union. He stated that the management of the credit union had requested the zone to provide better access to the building's front door, particularly for those with accessibility needs. Commissioner Goldfine inquired what the parking division's enforcement hours of short-term parking zones were. Mr. Bauer stated that the general practice was to enforce such zones from 8:00 a.m. to 6:00 p.m. Commissioner Sterle noted that there was a residential building adjacent to the credit union that had tenants who used the on-street parking regularly. Commissioners Makowsky and Jensen expressed support for stating those enforcement times on the signage, so that the nearby residents were aware that they could park in the zone after 6:00 p.m. Commissioner Goldfine motioned that the proposal be approved, with the addition of the enforcement hours noted on the signage. Commissioner Swor seconded the motion, which was approved 6-0.

Recommendation on proposal to convert a portion of East 7th Street to a two-hour time limit

Mr. Bauer presented information on a recent survey of the stakeholders on East 7th Street, between Clover Street and Wallace Avenue, which asked whether they would like to implement a two-hour time limit to the existing parking configuration in that area. He stated that although the survey request had come from an area resident, neither that resident nor the majority of the other area stakeholders indicated support for the change in their responses. Mr. Bauer stated that of the approximately 35 surveys that were mailed, seven respondents supported the time limit and 12 opposed it. He stated that parking staff had monitored the area's parking usage and noted that there were not an unusually large number of vehicles parking in the area. Mr. Bauer recommended that the commission vote in support of retaining the existing configuration in the area. Commissioner Jensen motioned that the existing configuration be retained. Commissioner Sterle seconded the motion, which was approved 6-0.

2019 parking budget proposal

Mr. Bauer provided a brief review of the proposed 2019 parking fund budget, which had been previously present in more detail in the October parking commission meeting. Commissioner Westerlund motioned that the proposed budget be approved. Commissioner Jensen seconded the motion, which was approved 6-0.

Off-street parking update

Interstate Parking Company Duluth Operations Manager Doug Melander provided an update on off-street parking operations. He stated that the 1st Street entrance area of the Hart District Ramp had recently been refreshed with rust removal and new paint and was looking much better. He stated that plans were also underway to upgrade the ramp signage and the appearance of the arch that extends over the 1st Street entrance. Mr. Bauer stated that the ramp signage upgrade was part of a larger plan to upgrade the signage at all off-street facilities. Mr. Melander expressed appreciation to the City for adding on-street collections duties to Interstate's management agreement, which would be implemented by January 1st.

Commissioners Makowsky and Sterle inquired how the upcoming Voyageur Motel site redevelopment project would affect area parking. Mr. Bauer stated that the City was working through details regarding the possible lease of the basement level of the adjacent Medical District Ramp with the developer. Commissioner Jensen inquired into off-street parking plans related to the upcoming second phase of the Superior Street redevelopment project. Mr. Melander stated that, among other items, the 1st Street entrance to Hart District Ramp would be utilized for ramp access during the project.

On-street parking update

Mr. Bauer provided an update on on-street parking operations. He stated that Park Duluth mobile phone system stickers for the street-facing side of the parking meters were currently being installed. He stated that eight new pay stations on the recently-completed “phase one” section of Superior street were operational and functioning well. Mr. Bauer stated that the final design of the new section of Superior Street did not include on-street ADA parking stalls directly adjacent to the Ordean Building and that several organizations in the building who served clients with accessibility needs were not satisfied with the new configuration. He stated that the City’s Human Rights Officer, Carl Crawford, and he were working with the City’s engineering division toward a solution and that he would keep the parking commission informed on the progress.

Election of commission vice president

Commissioner Makowsky motioned that Commissioner Sterle be elected commission vice president for the remainder of Commissioner Michael Warsop’s term. Commissioner Swor seconded the motion, which was approved 6-0.

2019 parking commission meeting dates proposal

Mr. Bauer presented the proposed 2019 parking commission meeting dates, all of which would occur on the first Friday of each month. Commissioner Jensen motioned that all 2019 dates be approved, with the exception of the July 5 date, which he motioned be moved to Monday, July 8. Commissioner Sterle seconded the motion, which was approved 6-0.

Meeting adjournment

Respectfully submitted,

Mark Bauer
Parking Operations Specialist