Duluth Parking Commission
Fifty-First Meeting
7:30 a.m. Friday, March 3, 2017
City Council Chambers, Duluth City Hall

Members Present

- Andy Goldfine
- Steve LaFlamme
- Andy McDonald, President
- Jessica Sterle
- Karin Swor

Members Absent

- Howie Hanson, Vice President

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- John Clark, Duluth Operations Manager – Interstate Parking Company
- Denette Lynch – Duluth resident

Approval of 12/2/16

Commissioner Andy Goldfine motioned to approve the 12/2/16 Duluth Parking Commission minutes as presented. Commissioner Jessica Sterle seconded the motion, which was approved 5-0.

Approval of 1/6/17

Commissioner Steve LaFlamme motioned to approve the 1/6/17 Duluth Parking Commission minutes as presented. Commissioner Sterle seconded the motion, which was approved 5-0.

Proposal to convert a time limit on a portion of West First Street to two hours

City of Duluth Parking Operations Specialist Mark Bauer presented a proposal to convert the time limit for on-street parking meters on the 400 block of West First Street from 80 minutes to two hours. He stated that the request had been generated by the Minnesota Workforce Center, at 402 West First Street, and that none of the area stakeholders surveyed were opposed to the change. Mr. Bauer stated that the block to the immediate west already featured a two-hour time limit and that the proposed change would extend that time limit one block to the east to serve the needs of the Workforce Center and other entities. He stated that a wider stakeholder survey would soon be conducted regarding a potential future conversion of all remaining downtown 80-minute time limits to two hours and that the current proposal could serve as a working test zone for such a conversion city-wide. Commissioner LaFlamme motioned that the proposal be approved as presented. Commissioner Goldfine seconded the motion, which was approved 5-0.

Proposal to convert a city vehicle parking zone on West First Street to two single-space meters

Mr. Bauer presented a proposal to convert a city vehicle parking zone near the northwest intersection of Fourth Avenue West and First Street to two single-space meters. He stated that the zone was no longer needed by city staff and would provide additional public parking to serve the needs of the Workforce Center and other area stakeholders. He proposed that the two meters feature a two-hour time limit, to match the two-hour limit for the remainder of the block's meters. Commissioner LaFlamme motioned that the proposal be approved as presented. Commissioner Karin Swor seconded the motion, which was approved 5-0.

Proposal to install meters on portions of East First Street, North Fourth Avenue West, and North Fourth Avenue East

Mr. Bauer introduced a proposal to install parking meters on portions of East First Street, North Fourth Avenue West, and North Fourth Avenue East. He proposed that one meter be installed near the intersection of Ninth Avenue East and First Street, one near the intersection of North Fourth Avenue West and Superior Street, and two on the east side of North Fourth Avenue East, about halfway between East Second Street and East Third Street. He stated that these areas were currently unregulated and did not feature the same configurations as adjacent areas, which all featured meters. Commissioner Goldfine motioned that further study be performed on the portion regarding the open First Street space and recommended that the adjacent church be consulted on the proposed change. Commissioner LaFlamme seconded the motion, which was approved 5-0. Commissioner Sterle motioned that the North Fourth Avenue West and North Fourth Avenue East meter installations be approved. Commissioner LaFlamme seconded the motion, which was approved 5-0.

Proposal to prohibit parking on a portion of South Street

Mr. Bauer introduced a proposal to prohibit parking on a portion of South Street, near the intersection with 15th Avenue East. He stated that the north side of that section of the street featured perpendicular parking spaces and that the total street width was about 22 feet, which presented an unsafe situation by constricting the street width and limiting the ability for emergency and service vehicles to pass. He stated that a similar area that featured street-adjacent perpendicular parking, on South 15th Avenue East, around the corner from the area involved in the proposed change, featured a 32-foot width and therefore did not present the same safety concerns. Commissioner LaFlamme motioned that the proposal be approved. Commissioner Swor seconded the motion, which was approved 5-0.

Proposal to reconfigure a loading zone on East Superior Street

Mr. Bauer presented a proposal to reconfigure a loading zone on the 1200 block of East Superior Street, adjacent to O'Reilly Auto Parts. He stated that the zone currently featured only one sign and did not designate beginning and ending points. He stated that he had spoken with both O'Reilly and the adjacent Great Harvest Bread Company, who had both agreed that a 45-foot loading zone to the immediate east of the O'Reilly parking lot entrance and public parking beyond that point would serve their needs. Commissioner LaFlamme motioned that the proposal be approved. Commissioner Goldfine seconded the motion, which was approved 5-0.

Proposal to prohibit parking on a portion of West College Street

Mr. Bauer presented a proposal to prohibit parking on the south side of West College Street from the crest of the hill adjacent to Northwoods Childrens' Home to 19th Avenue East. He stated that Northwoods had expressed concern regarding the safety of motorists entering the roadway with vehicles parked in the area due to reduced sightlines and that the proposed change would provide enhanced clarity regarding the area's parking configuration. Commissioner LaFlamme motioned that the proposal be approved. Commissioner Goldfine seconded the motion, which was approved 5-0.

Proposal to establish an hourly rate structure at Lot C

Mr. Bauer introduced a proposal to establish an hourly rate structure at Lot C. He stated that the lot had been recently re-opened to the public following the completion of the adjoining Duluth Transit Center and that the new rate structure had been in place since that time pending the approval of the parking commission. He stated that the rate structure matched that of the Transit Center's public parking area. Commissioner LaFlamme stated that the rates at Lot C should be market-based, rather than designed to match those at the Transit Center. Interstate Parking Company Duluth Operations Manager John Clark stated that the proposed Lot C rates were significantly higher than those in nearby surface parking lots and that the parking usage of Lot C was relatively low. Mr. Bauer stated that the upcoming seasonal increase in tourist traffic may affect the usage of the lot. Commissioner Goldfine suggested that the commission approve the proposed pricing structure with the provision that further study be performed on lot usage during the busy season and nearby lots and that the possibility of future associated rate changes be considered. Commissioner LaFlamme motioned that the rate structure be approved with the provision that future review and possible rate adjustments be performed. Commissioner Swor seconded the motion, which was approved 5-0.

Statement by meeting guest Denette Lynch

Area resident Denette Lynch stated that front yard parking remained a concern to her and that inadequate public discussion and discussion with the City of Duluth had occurred. Mr. Bauer stated that several discussions between the City and area stakeholders had taken place and that the Community Planning Division was the entity most involved in development and implementation of front yard parking policies. Ms. Lynch also stated that she was unhappy that she had not been consulted regarding a recent proposal to reconfigure a portion of West Third Street that was not approved by the parking commission. Mr. Bauer agreed to perform an updated study on the area and include her in the new discussion.

Update on the East High School residential permit parking zone review

Mr. Bauer provided an update on the study of the Duluth East High School residential permit parking zone and provided the commissioners with graphical representations of the results. He stated that the results indicated weak support for the retention of the zone in its northern and northeastern portions and stronger support closer to the school. He stated that there would soon be a community forum in the area and that a recommendation for revisions to the zone would subsequently be presented to the parking commission.

On-Street ADA signage requests

Mr. Bauer presented three on-street ADA signage requests for approval, at 2107 West Sixth Street, 3826 West Fourth Street, and at 14 West Cleveland Street. He stated that site visits had been performed at all three locations and that the parking division recommended approval of the requests. Commissioner LaFlamme motioned that the request for 2107 West Sixth Street be approved. Commissioner Goldfine seconded the motion, which was approved 5-0. Commissioner LaFlamme motioned that the request for 3826 West Fourth Street be approved. Commissioner Goldfine seconded the motion, which was approved 5-0. Commissioner LaFlamme motioned that the request for 14 West Cleveland Street be approved. Commissioner Goldfine seconded the motion, which was approved 5-0.

Off-street parking update

Mr. Clark provided an update on off-street parking operations. He stated that the installation of electric vehicle charging stations at Lake Place Lot was still in progress and that they would be ready for the upcoming tourist season in Canal Park. He added that Interstate Parking was preparing for the upcoming busy season by hiring staff, developing rate recommendations, and arranging seasonal striping and pressure-washing.

Election of commission president and vice president

Commissioner LaFlamme stated that he would not be continuing with the parking commission following the expiration of his term as the end of March. Mr. Bauer thanked Commissioner LaFlamme for his many years of service to the parking commission. The parking commission re-elected Commission President Andy McDonald to a second term and elected Commissioner Goldfine as Vice President, both by 5-0 votes.

Adjournment

Respectfully submitted,

Mark Bauer
Parking Operations Specialist

DULUTH PARKING COMMISSION

RESOLUTION 2017-1

March 3, 2017

To convert the parking time limit on the 400 block of West First Street to two hours.

IT IS RESOLVED by the Duluth Parking Commission to convert the time limit for on-street parking meters on the 400 block of West First Street to two hours.

STATEMENT OF PURPOSE:

This action serves to meet the current needs for visitors to the organizations on First Street.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-2

March 3, 2017

To convert a city vehicle parking zone at 411 West Fist Street to two single-space meters.

IT IS RESOLVED by the Duluth Parking Commission to convert a city vehicle parking zone at 411 West First Street to two single-space meters.

STATEMENT OF PURPOSE:

This action serves to meet the current needs for visitors to the organizations on First Street.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-3

March 3, 2017

To install single-space parking meters on portions of East First Street, North Fourth Avenue West, and North Fourth Avenue East.

IT IS RESOLVED by the Duluth Parking Commission to install single-space parking meters at the following locations:

- 832 East First Street – 1 meter
- 206 North Fourth Avenue East – 2 meters
- 3 North Fourth Avenue West – 1 meter

STATEMENT OF PURPOSE:

This action serves to configure the referenced areas to provide a parking configuration consistent with the surrounding areas.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-4

March 3, 2017

To install prohibit parking on a portion of South Street.

IT IS RESOLVED by the Duluth Parking Commission to prohibit parking on South Street from 15th Avenue East to a point 7 feet east of the end of the Lakewalk Clinic parking lot.

STATEMENT OF PURPOSE:

This action serves to enhance safety on South Street by preserving street width.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-5

March 3, 2017

To reconfigure a loading zone on East Superior Street.

IT IS RESOLVED by the Duluth Parking Commission to reconfigure a loading zone at 1202 East Superior Street by adding begin and end signs 45 feet apart.

STATEMENT OF PURPOSE:

This action serves to better define an existing loading zone by adding begin and end signs and ensuring that the begin sign is located 7 feet from the adjacent driveway cut.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-6

March 3, 2017

To establish an hourly rate structure at Lot C.

IT IS RESOLVED by the Duluth Parking Commission to establish the following rate structure at Lot C following its redevelopment in association with the Duluth Transit Center:

0 – 30 Minutes = $1.00
30 Minutes – 1 Hour = $2.00
1 – 2 Hours = $3.00
2 – 3 Hours = $4.00
3 – 4 Hours = $5.00
4 – 5 Hours = $6.00
5 – 6 Hours = $7.00
6 – 7 Hours = $8.00
7 – 8 Hours = $9.00
8 – 12 Hours = $10.00

STATEMENT OF PURPOSE:

This action serves to establish an hourly rate structure at Lot C that matches the structure at the adjoining Duluth Transit Center.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-7

March 3, 2017

To prohibit parking on a portion of West College Street.

IT IS RESOLVED by the Duluth Parking Commission to prohibit parking on the south side of West College Street from 19th Avenue East to a point approximately 650 feet west.

STATEMENT OF PURPOSE:

This action serves to enhance safety for motorists on West College Street, as well as those entering the roadway from adjacent driveways by improving sightlines.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-8

March 3, 2017

To install an ADA parking space at 3826 West 4th Street.

IT IS RESOLVED by the Duluth Parking Commission to install on-street ADA parking signage to serve the resident(s) at 3826 West 4th Street.

STATEMENT OF PURPOSE:

This action serves to meet the accessibility needs of the resident(s) at the above-referenced address, as well as those of any parker with current ADA parking credentials.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-9

March 3, 2017

To install an ADA parking space at 2107 West 6th Street.

IT IS RESOLVED by the Duluth Parking Commission to install on-street ADA parking signage to serve the resident(s) at 2107 West 6th Street.

STATEMENT OF PURPOSE:

This action serves to meet the accessibility needs of the resident(s) at the above-referenced address, as well as those of any parker with current ADA parking credentials.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police

DULUTH PARKING COMMISSION

RESOLUTION 2017-10

March 3, 2017

To install an ADA parking space at 14 West Cleveland Street.

IT IS RESOLVED by the Duluth Parking Commission to install on-street ADA parking signage to serve the resident(s) at 14 West Cleveland Street.

STATEMENT OF PURPOSE:

This action serves to meet the accessibility needs of the resident(s) at the above-referenced address, as well as those of any parker with current ADA parking credentials.

Approved 6-0.

Andy McDonald, President

Laura Marquardt, Deputy Chief of Police