

Duluth Parking Commission  
Sixty-Third Meeting  
7:30 a.m. Friday, July 6, 2018  
City Council Chambers, Duluth City Hall

**Members Present**

- Andy Goldfine, President
- Dennis Jensen
- Noland Makowsky
- Karin Swor
- Michael Warsop, Vice President

**Members Absent**

- Jessica Sterle
- Em Westerlund

**Guests Present**

- Mark Bauer, Parking Operations Specialist – City of Duluth

**Approval of May 2018 meeting minutes**

Commission President Andy Goldfine motioned to approve the minutes of the May 2018 Duluth Parking Commission meeting. Commission Vice President Michael Warsop seconded the motion, which was approved 5-0.

**On-street ADA signage requests**

City of Duluth Parking Operations Specialist Mark Bauer proposed that one on-street ADA signage request, at 302 Commonwealth Avenue, be approved. He stated that he had reviewed the application and visited the property, verifying the accuracy of the application and the need for the on-street parking space, and that he had consulted with the City of Duluth Commission on Disabilities regarding the request. Commissioner Karin Swor motioned that the request be approved. Commissioner Noland Makowsky seconded the motion, which was approved 5-0. Commissioner Goldfine motioned that the parking division provide an annual report to the commission to include a count of the total number of ADA parking spaces in Duluth, as well as the number added and the number removed each year. Commissioner Swor seconded the motion, which was approved 5-0.

**Proposal to implement a ten-minute drop-off zone on Lewis Street**

Mr. Bauer introduced a proposal to implement a ten-minute drop-off zone on Lewis Street, adjacent to Glen Avon Presbyterian Church. He stated that the church already featured an off-street parking lot that included several properly-signed ADA spaces, as well as other spaces for members and guests without ADA parking credentials but with other accessible parking needs. Mr. Bauer stated that he had learned from the church pastor that there was a need for a pick-up/drop-off zone adjacent to a sidewalk that serves the church's side entrance and that an original request by the church for an on-street ADA zone had evolved into the current request for a drop-off zone. Commissioner Warsop motioned that the proposal be approved as presented. Commissioner Dennis Jensen seconded the motion, which was approved 5-0.

**Proposal to implement two loading zones on West Michigan Street**

Mr. Bauer presented a proposal establish two loading zones on the 2000 block of West Michigan Street. He stated that the City's planning and engineering divisions had recently converted West Michigan Street from 18<sup>th</sup> Avenue West to 21<sup>st</sup> Avenue West from one-way to two-way traffic and that this had resulted in needed adjustments to long-time loading/unloading operations for some of the area's businesses. He

stated that, in particular, Anderson Furniture, at 2032 West Superior Street, and Happy Sleeper, at 2010 West Superior Street, required provisions for loading activity for the Michigan Street loading docks at the back of their buildings. Mr. Bauer stated that the new zone proposed for the Happy Sleeper location had been agreed to by the neighboring businesses and would serve their needs. He stated that there had been a crosswalk within the zone in the past but that it was no longer maintained or in use. Mr. Bauer stated that the zone associated with the Anderson Furniture location was more problematic, as larger vehicles parking within it could obstruct sightlines between motorists and pedestrians at Michigan Street's intersection with 21<sup>st</sup> Avenue West and could also be obstructing the adjacent off-street loading area, also owned by Anderson Furniture. He stated that he had met on-site several times with the owner of the business and that they had been unable to identify an alternative solution that would serve the needs of the business. Mr. Bauer stated that he had consulted with the City's engineering division on the proposed loading zone and that they had indicated support of the zone. Commissioner Warsop motioned that the two zones be approved, along with a recommendation that the engineering division consider installation of an overhead flashing stoplight at the intersection of Michigan Street and 21<sup>st</sup> Avenue West to better alert motorists to the stop sign and crosswalk. Commissioner Jensen seconded the motion, which was approved 5-0.

### **Off-street parking update**

Mr. Bauer provided an update on off-street parking operations. He stated that structural repairs were to continue throughout the year on several public parking ramps and that the highest priority would be to install a new vehicle barrier guardrail at the Library/Depot Upper Lot. He stated that this project would likely occur in the fall and that the City and parking operator would coordinate with the adjacent Duluth Depot throughout the project.

### **On-street parking update**

Mr. Bauer provided an update on on-street parking operations. He stated that the parking division was in the process of procuring ten new parking payment kiosks to be installed following the completion of phase one of the ongoing Superior Street redevelopment project. Mr. Bauer stated that multi-space pay stations would be installed on Superior Street following the completion of each phase of the three-year project and that there may be on-street parking rate adjustments to accompany the new configuration, which would be discussed with the commission in a future meeting. He stated that he was performing work on a new parking division 5-year operations and capital plan and that he would also share this with the commission in a future meeting. Commissioner Goldfine motioned that the parking division research the possibility of adding stickers to the sides of the single-space parking meters that face the streets so that parkers could identify the zone and space and pay using the Park Duluth phone application without the need to leave their vehicles first. Commissioner Swor seconded the motion, which was approved 5-0. Mr. Bauer stated that the parking division would study the costs and processes associated with the addition of this second set of stickers and would report back to the commission. Commissioner Swor inquired into the possibility of conducting the next parking commission meeting at the Iron Mug in Morgan Park. Mr. Bauer stated that he did not think that this would be allowable per City Code. Commissioner Swor stated that she wanted to bring further attention to blight and other issues associated with a towing and auto repair business on 88<sup>th</sup> Avenue West. Mr. Bauer stated that several City entities were involved in the resolution of the ongoing issues at the site, which extended far beyond parking alone.

### **Meeting adjournment**

Commissioner Goldfine motioned that the meeting be adjourned. Commissioner Warsop seconded the motion, which was approved 5-0. The meeting was adjourned at 8:44 a.m.

Respectfully submitted,

Mark Bauer  
Parking Operations Specialist