

Duluth Parking Commission  
Sixty-Fourth Meeting  
7:30 a.m. Friday, August 3, 2018  
City Council Chambers, Duluth City Hall

**Members Present**

- Dennis Jensen
- Noland Makowsky
- Jessica Sterle
- Karin Swor
- Michael Warsop, Vice President
- Em Westerlund

**Members Absent**

- Andy Goldfine, President

**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, Inc.

**Approval of July 2018 meeting minutes**

Commissioner Em Westerlund motioned to approve the minutes of the July 2018 Duluth Parking Commission meeting with an amendment that included a correction to the documented location of a parking commission action on West Michigan Street. Commissioner Dennis Jensen seconded the motion, which was approved 6-0.

**Proposal to implement a ten-minute drop-off zone on the 1200 block of East 9<sup>th</sup> Street**

Mr. Bauer introduced a proposal to implement a ten-minute drop-off zone near the intersection of East 9<sup>th</sup> Street and 13<sup>th</sup> Avenue East, adjacent to the new Toppers Pizza location. He stated that the request had been originated by the manager of the new store, who expressed the need for a short-term parking zone for delivery drivers and take-out customers. Mr. Bauer stated that since the zone would be located directly in front of the business and as far toward the 13<sup>th</sup> Avenue East intersection as possible, adjacent stakeholders would be only minimally affected. Commission Jessica Sterle inquired whether the zone could be located near the 13<sup>th</sup> Avenue East side of the building. Mr. Bauer stated that the store manager preferred that the new zone be located nearer to the building entrance on East 9<sup>th</sup> Street. Commissioner Sterle motioned that the proposal be approved as presented. Commissioner Jensen seconded the motion, which was approved 6-0.

**Proposal to convert a portion of 45<sup>th</sup> Avenue West to alternate side parking**

Mr. Bauer presented a proposal to convert 45<sup>th</sup> Avenue West from Grand Avenue to the Denfeld High School parking lot entrance from west-side-only parking to alternate side parking. Mr. Bauer stated that the needs of the area had changed since the existing configuration had been put in place and that the new configuration would better serve the current needs, which mainly involve parking associated with the nearby seasonal farmers' market. He also stated that the alternate side configuration would provide better consistency with other nearby configurations. Commissioner Westerlund motioned that the proposal be approved as presented. Commissioner Karin Swor seconded the motion, which was approved 6-0.

### **Proposal to prohibit parking on a portion of 19<sup>th</sup> Avenue West**

Mr. Bauer presented a proposal to prohibit parking on 19<sup>th</sup> Avenue West from Michigan Street to Lower Michigan Street. He stated that the request had been generated by Bent Paddle Brewing Company, whose owners were concerned about traffic and pedestrian safety on 19<sup>th</sup> Avenue West adjacent to their new business location. Mr. Bauer stated that a study had revealed that the driving lanes on the referenced block are 13.5' wide each from centerline to curb, which does not provide enough space to allow a parking lane on either side of the street. Mr. Bauer stated that the only stakeholder in the immediate area was the requesting party and their customers. Commissioner Swor motioned that the proposal be approved as presented. Commissioner Westerlund seconded the motion, which was approved 6-0.

### **Proposal to implement a parking prohibition on a portion of South 12<sup>th</sup> Street**

Mr. Bauer presented a proposal to prohibit parking on South 12<sup>th</sup> Street from South Lake Avenue to a point 30' from the intersection on the north side of the street. He stated that the request had been generated by the nearby United States Coast Guard station, whose drivers reported difficulty in navigating the turn from Minnesota Avenue onto South 12<sup>th</sup> Street when vehicles were parked within 30' of the intersection. He noted that Duluth Fire Department vehicles had also reported difficulty in navigating the turn. Commissioner Jensen motioned that the proposal be approved as presented. Commissioner Noland Makowsky seconded the motion, which was approved 6-0.

### **Update on on-street Park Duluth mobile payment signage**

Mr. Bauer provided an update on the possibility of adding Park Duluth mobile payment system signage to the street-facing side of on-street parking meters, in addition to the sidewalk-facing stickers already in place. He stated that the total cost of the addition would be \$3,476.48 plus shipping and that he believed that the parking budget would be able to sustain the expense. Mr. Bauer stated that he believed that even though replacement of the meters would likely occur in the next two to three years that the customer service benefits justified the expense. He stated that he would recommend proceeding with the purchase and implementation of the stickers. Commissioner Warsop inquired whether the parking division could cover the cost of the sticker installation. Mr. Bauer stated that since the installation would be performed by the parking division staff that there would be no additional labor cost. Commissioner Sterle motioned that the parking commission approve the purchase and installation of the new stickers. Commissioner Westerlund seconded the motion, which was approved 6-0.

### **Superior Street Phase One on-street parking rate discussion**

Mr. Bauer introduced the topic of on-street parking pricing following the upcoming installation of ten new parking payment kiosks in the "phase one" section of the redevelopment of Superior Street. He stated that he had been consulting with City administration and the Greater Downtown Council, as well as the Downtown Parking Advisory Committee, regarding a path forward. He stated that the options discussed so far were to keep the rates the same as before, to increase the rates modestly, or to increase the rates more aggressively, with the primary goals being to better encourage off-street parking and to begin the adjustment of Duluth's on-street parking rates to a more common municipal market rate. Mr. Bauer stated that any adjustments could be made at the time the new meters begin service or sometime afterward. Commissioner Warsop stated that signage and public messaging regarding any changes would be very important. Commissioner Sterle suggested that the concept of variable pricing be explored. Commissioner Westerlund expressed support for the concept of a modest price increase to better encourage off-street parking, while Commissioner Swor indicated support for retaining the same rates. Mr. Bauer stated that he would continue to consult with the GDC, DPAC, and City administration and would continue the discussion in the next parking commission meeting.

### **ADA parking signage report**

Mr. Bauer provided an update based on a request by the parking commission in their previous meeting that information be provided regarding the numbers of on-street ADA spaces in Duluth. Mr. Bauer stated that research showed that as of August 1, 2018, there were 449 documented ADA signs in Duluth, with 27 signs added in 2017-2018 to date and six signs removed or retired during that timeframe. He stated that the parking division would continue to regularly report on ADA signage on at least an annual basis to the parking commission.

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

Interstate Parking, Inc. Duluth Operations Manager Doug Melander provided an update on off-street parking operations. He stated that structural repairs at Hart District Ramp were complete and that the ramp has been recently thoroughly cleaned and painted. He also stated that installation of a new vehicle barrier at Library/Depot Upper Lot was scheduled to begin in October and would last about four weeks.

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

Mr. Bauer provided an update on on-street parking operations. He stated that new payment kiosks had been purchased for the soon-to-be-completed phase one portion of the Superior Street redevelopment project and were in production. He stated that he was completing work on the 2019 parking fund budget proposals, including the new Priorities-Based Budgeting program. Mr. Bauer stated that the parking staff was busy producing permits for the 2018-2019 residential permit parking zones, as school and the associated zone enforcement season were scheduled to start soon.

### **Meeting adjournment**

Respectfully submitted,

Mark Bauer  
Parking Operations Specialist