

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

Members Present

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

Members Absent

- Em Westerlund

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- Carl Crawford, Human Rights Officer – City of Duluth

Approval of August 2018 meeting minutes

Commissioner Dennis Jensen motioned to approve the minutes of the August 2018 Duluth Parking Commission meeting as presented. Commissioner Noland Makowsky seconded the motion, which was approved 6-0.

On-street ADA parking zone requests

Mr. Bauer introduced a proposal to approve two on-street ADA signage requests. He stated that he had consulted with the City of Duluth Commission on Disabilities regarding the requests and had performed site visits to verify the validity of the requests and the need for the ADA zones. Commissioner Karin Swor motioned that the request related to 5629 Grand Avenue (the Duluth Regional Care Center, Inc.) be approved. Commissioner Jensen seconded the motion, which was approved 6-0. Commissioner Makowsky motioned that the request related to 112 Bay Breeze Bend be approved. Commissioner Swor seconded the motion, which was approved 6-0.

Superior Street Phase One on-street parking rate recommendation

Mr. Bauer reintroduced the topic of on-street parking rates following the completion of the phase one portion of the Superior Street redevelopment project. He stated that the consensus among the parking division, business leaders, and others so far was to retain the current parking fees once the street reopens later in the fall and to explore rate adjustments on a larger scale in the future, perhaps in 2019. Commissioner President Andy Goldfine expressed support of this plan. Commissioner Jensen inquired whether there would be an additional administrative expense related to the new pay stations that would be used once the street reopens. Mr. Bauer stated that any increase would be negligible. Mr. Bauer stated that he would continue to update the commission as needed.

Parking division 5-year plan outline and discussion

Mr. Bauer provided an update on the ongoing development of the parking division's five-year plan, highlighting some of the key items, including the new on-street parking payment technology on Superior Street, parking facility structural repairs, enhanced wayfinding signage, new variable messaging signage, and on- and off-street rate restructuring. He stated that he would continue to update the commission as the plan's development continued.

Parking fund 2019 budget development update

Mr. Bauer provided an update on the parking division's development of the 2019 parking fund budget. He stated that he planned to provide more details in the October meeting of the parking commission, informing the group that he was simultaneously developing the line-item type of budget for 2019 utilized in previous years and a new "Priorities-Based Budget" that would debut for all city divisions for the 2019 budget year. He stated that the new PBB budget was intended to introduce a fresh look at the city's budget process, providing enhanced transparency and dialogue with the public while exploring opportunities for expense savings by closely examining the most important services provided to the public and prioritizing them. He stated that the parking division had reached an adequate number of enforcement vehicles in 2018 and would likely not be requesting funding for another in 2019 and that the budget would likely include funding for further new on-street meter technology.

Off-street parking update

Mr. Bauer provided an update on off-street parking operations. He stated that Lighthouse Lot, which is owned by the Duluth Economic Development Authority and managed by the Interstate Parking for the parking division, had recently been temporarily converted to a public pedestrian gathering space by the City's Community Planning division and that the stakeholder response received so far had been largely negative, due to the loss of parking stalls in a high-density area during the busy season. Commissioner Makowsky suggested that the Community Planning division consider using Morse Street for future conversions to a pedestrian area instead of Buchanan Street, the one that had been used as part of the same initiative as that involving the Lighthouse Lot conversion. Commissioner Goldfine stated that the conversions should have been made during a less busy time of year in Canal Park. Mr. Bauer stated that because the Lighthouse Lot is DEDA-owned, parking commission approval had not been needed for the conversion but that he would include the commissioners' comments as recommendations in the meeting minutes.

On-street parking update

Mr. Bauer provided an update on on-street parking operations. He stated that he was in the process of ordering the new street-facing signage for the on-street parking meters that had been approved in the previous parking commission meeting. Mr. Bauer stated that several on-street parking stalls had been lost as a result of the City of Duluth's Community Planning Division's recent addition of a turn lane on South Lake Avenue. He stated that the parking division had recently hired a new parking services agent, filling the remaining open position, and that two new community service officers would soon be added to the office staff to enhance customer service at the parking window.

Thank you to Commissioner Warsop

Commissioner Goldfine stated that the current parking commission meeting would be the final one for Commissioner Michael Warsop, who had accepted a job out of town, and thanked him for his service to the commission and to the public. Mr. Bauer also expressed thanks for his public service.

Meeting adjournment

Respectfully submitted,

Mark Bauer
Parking Operations Specialist