

Duluth Parking Commission  
Seventy-First Meeting  
7:30 a.m. Friday, May 3, 2019  
City Council Chambers, Duluth City Hall

**Members Present**

- Dennis Jensen
- Kris Liljeblad
- Jessica Sterle, Vice President
- Karin Swor
- Em Westerlund
- Mark Bauer, Ex Officio

**Members Absent**

- Andy Goldfine, President
- Noland Makowsky

**Guests Present**

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

**Approval of April 2019 meeting minutes**

Commissioner Dennis Jensen motioned that the April 2019 parking commission meeting minutes be approved as presented. Commissioner Em Westerlund seconded the motion, which was approved 5-0.

**On-street ADA parking zone requests**

City of Duluth Parking Services Manager Mark Bauer presented five 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 five applications. Commissioner Westerlund motioned that the application for 1014 East 9<sup>th</sup> Street be approved. Commissioner Karin Swor seconded the motion, which was approved 5-0. Commissioner Kris Liljeblad motioned that the application for 2865 Exeter Street be approved. Commissioner Jensen seconded the motion, which was approved 5-0. Commissioner Westerlund motioned that the application for 4118 West 5<sup>th</sup> Street be approved. Commissioner Liljeblad seconded the motion, which was approved 5-0. Commissioner Swor motioned that the application for 4619 West 7<sup>th</sup> Street be approved. Commissioner Liljeblad seconded the motion, which was approved 5-0. Commissioner Westerlund motioned that the application for 5204 Otsego Street be approved. Commissioner Jensen seconded the motion, which was approved 5-0.

**Proposal to convert two 15-minute meters on the zero block of West 1<sup>st</sup> Street to 80-minute meters**

Mr. Bauer presented a proposal to convert two 15-minute meters adjacent to 16 West 1<sup>st</sup> Street to 80-minute meters. He stated that the request had been generated by the president of the Greater Downtown Council, based on reports from stakeholders near the location that the business that had previously needed the short-term meters had moved. Mr. Bauer stated that these reports had been verified and that it did not appear that the short-term meters were still needed. He stated that the adjacent meters featured a time limit of 80 minutes and recommended that the 15-minute meters be converted to align with others in the area. Commissioner Liljeblad motioned that the proposal to convert the two meters to an 80-minute time limit be approved. Commissioner Swor seconded the motion, which was approved 5-0.

## **Proposal to convert a loading zone on the zero block of East Michigan Street to a metered zone**

Mr. Bauer presented a proposal to convert a loading zone on the zero block of East Michigan Street, adjacent to the Electric Fetus building, to four single-space 80-minute meters and to convert the temporary loading zone to the east of the building to a permanent one. He stated that the request had been generated by the owner of the Electric Fetus building, who had stated that the existing permanent loading zone had been in place to serve the needs of a vending machine business on the Michigan Street side of the building that was no longer present and that the nearby temporary loading zone was adequate to serve the area's needs. Mr. Bauer stated that parking staff had noted that the permanent loading zone was commonly abused, with vehicles parking in the area without performing loading activities. He stated that he had consulted with the City's engineering division, who had indicated support for the change. He stated that the building owner had indicated a preference for additional publicly accessible parking spaces, which resulted in the recommendation to convert the zone to parking meters. Commissioner Jensen motioned that the proposal be approved. Commissioner Westerlund seconded the motion, which was approved 5-0.

## **Update on Parking Services Division five-year plan**

Mr. Bauer stated that the development of the parking division's five-year plan was ongoing and that an update would be provided in a future parking commission meeting.

## **Off-street parking update**

Interstate Parking Company Duluth Operations Manager Doug Melander provided an update on off-street parking operations. He stated that the Canal Park parking enforcement season would begin on May 15 and that preparations by Interstate were ongoing. He stated that seasonal cleaning of the parking facilities was underway. Mr. Melander stated that the installation of a new vehicle barrier at Library/Depot Upper Lot was complete, enhancing the safety of the structure, and he thanked Depot manager Ken Buehler for his cooperation in assisting with the associated coordination efforts. He stated that wayfinding signage had been added to certain areas of downtown to assist parkers in locating the parking facilities during phase two of the Superior Street redevelopment project, which had recently begun.

## **On-street parking update**

Mr. Bauer provided an update on on-street parking operations. He stated that a federal district court governing states to the east of Minnesota had recently ruled that chalking vehicle tires was unconstitutional and that the parking division would monitor this item for further developments that might affect parking division practices. He stated that phase two of the Superior Street redevelopment project was underway and that the parking division would soon be ordering pay stations in advance of the project's completion, to be installed throughout the new section. Commissioner Westerlund inquired whether the parking division had concerns regarding customer parking payment transactions over the public wifi system – Mr. Bauer stated that data security for the mobile payment system was the responsibility of the contracted vendor but that he would check with the City's Information Technology division regarding the specific security of the public wifi system. Mr. Bauer stated that the resolution to lower the quorum for the parking commission would soon be presented to the Duluth City Council for their consideration and potential vote and that he would keep the commission informed of its progress.

Respectfully submitted,

Mark Bauer  
Parking Services Manager