



# City of Duluth

411 West First Street  
Duluth, Minnesota 55802

## Minutes

### Parking Commission.

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Friday, December 6, 2024

7:30 AM

Council Chambers, 3rd Floor, City Hall

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#### ROLL CALL

##### Members Present

- Antonio Davis
- Mike Mayou
- Andrew Paszak
- Branden Robinson, Vice President
- Brandon Van Tassel
- Robert Woods, President
- Mark Bauer, Ex Officio

##### Guests Present

- James Gittemeier, Senior Transportation Planner – City of Duluth
- Alex Popp, Project Engineer – City of Duluth

#### APPROVAL OF MINUTES

City of Duluth Parking Services Manager Mark Bauer presented the November 2024 Duluth Parking Commission meeting minutes for approval. Commission Vice President Branden Robinson motioned that the minutes be approved as presented. Commission President Robert Woods seconded the motion, which was approved 6-0.

#### PUBLIC COMMENTS

There were no comments during the initial Public Comments period.

#### ACCESSIBLE PARKING ZONE REQUESTS

Mr. Bauer presented three on-street accessible parking zone requests for approval. He stated that he had visited the sites and consulted with the Commission on Disabilities and the applicants. He recommended that all three requests be approved. Commissioner Woods motioned that the request for 18 East 11th Street be approved. Commissioner Mike Mayou seconded the motion, which was approved 6-0. Commissioner Robinson motioned that the request for 11 East Michigan Street be approved. Commissioner Brandon Van Tassel seconded the motion, which was approved 6-0. Commissioner Woods motioned that the request for 2717 West 4th Street be approved. Commissioner Antonio Davis seconded the motion, which was approved 6-0.

#### PROPOSAL TO ESTABLISH PARKING CONFIGURATIONS WITHIN THE WEST SUPERIOR STREET REDEVELOPMENT ZONE

Mr. Bauer introduced a proposal to establish parking configurations as part of the upcoming West Superior Street redevelopment project. City of Duluth Project Engineer Alex Popp described the proposal with the aid of a slideshow, noting the locations of items such as loading and accessible parking zones. He stated that most stakeholder concerns regarding parking items had been addressed and incorporated as much as possible into the plan. Commissioner Woods inquired whether areas adjacent to the primary corridor were included in the plan. Mr. Bauer stated that, at this time, they were not. Commissioner Andrew Paszak inquired what percentage of the area's stakeholders had responded to surveys. Mr. Popp stated that input had been gathered from about 25% of the area stakeholders but that there had been a significant amount of public outreach. Mr. Bauer indicated that he was in agreement that the project coordinators had been diligent about gathering stakeholder information. Commissioner Robinson motioned that the proposed parking plan be approved. Commissioner Paszak seconded the motion, which was approved 6-0.

#### UMD-AREA ON-STREET PARKING CONFIGURATION AFFIRMATION

Mr. Popp presented a proposal to affirm the existing parking configuration on the following streets adjacent to the University of Minnesota-Duluth campus: "No Parking" zones on the west side of Junction Avenue from College Street to East Buffalo Street, on the northwest side of East Buffalo Street from Junction Avenue to West St. Marie street, on the north side of West St. Marie Street from East Buffalo Street to Carver Avenue, on both sides of West St. Marie Street from Carver Avenue to Woodland Avenue, on both sides of East St. Marie Street from Woodland Avenue to Vermillion Road, and on the north side of West College Street from Junction Avenue to Woodland Avenue. Mr. Popp stated that the proposal was related to an upcoming roadway improvement project that involved State of Minnesota Aid funding and that the State required the City to formally confirm the current parking configurations in the area. Mr. Bauer stated that he had conferred with UMD officials on the configuration and that they were supportive. Commissioner Robinson motioned that the proposed configuration affirmation be approved. Commissioner Woods seconded the motion, which was approved 6-0.

#### PROPOSAL TO ESTABLISH A RESERVED STALL MONTHLY PARKING RATE AT MEDICAL DISTRICT RAMP EAST

Mr. Bauer introduced a proposal to establish a \$160-per-month rate for reserved monthly parking stalls at Medical District Ramp East. He stated that the primary purpose of the establishment of the rate was to provide reserved stalls for Aspirus St. Luke's Hospital visitors and patients in a way that met State funding requirements and that the current proposal accomplished this. Commissioner Van Tassel motioned that the proposed rate be approved. Commissioner Woods seconded the motion, which was approved 6-0.

#### 2025 PARKING BUDGET UPDATE

Mr. Bauer provided an update on the status of the 2025 parking budget. He stated that the issue involving the potential loss of tax increment financing for the Medical District Ramp had been resolved for 2025 and that the City would continue to receive TIF contributions, thanks to the good work of Finance Director Jennifer Carlson. He stated that the City was still exploring options for recouping uncollected TIF revenues from 2024.

#### PROPOSAL TO ESTABLISH 2025 DULUTH PARKING COMMISSION MEETING DATES

Mr. Bauer introduced a proposal to establish 2025 Duluth Parking Commission meeting dates. He presented the dates, which, except for July's, would occur on the first Friday of each month at 7:30 a.m. at Council Chambers at City Hall. Due to the 4th of July holiday, the meeting that month would occur on July 11th. Commissioner Robinson motioned that the proposed meeting schedule be approved. Commissioner Van Tassel seconded the motion, which was approved 6-0.

#### OFF-STREET PARKING UPDATE

Mr. Bauer provided an update on off-street parking operations. He stated that Interstate Parking Company, the City's contracted parking operator, had recently hired Bryn Pollard as their new Duluth Operations Manager. He stated that Technology Village Ramp and Medical District Ramp would soon go live with their new access control systems. He stated that an increase in the number of security incidents had been noted recently at those two facilities but that Hart District Ramp, which had an active access control system, generated no such incidents in the same timeframe.

#### ON-STREET PARKING UPDATE

Mr. Bauer stated that, as a follow-up to an inquiry in the previous Commission meeting, he had visited the 300 West block of Superior Street and confirmed that a marked zone on the lower side of the street was a designated fire lane. Commissioner Van Tassel inquired whether red paint could be used to more clearly mark such a zone as a fire lane. Mr. Bauer stated that he would inquire about this from the City's traffic engineer and report back to the Commission in the following meeting.

#### PUBLIC COMMENTS FOLLOW-UP

Commissioner Woods stated that there had been some recent media attention to parking on Priley Drive, adjacent to City Hall, having to do with the lack of clarity in delineation of parking stalls. Mr. Bauer stated that there was an upcoming redevelopment project in the area that would likely resolve this issue.