

**Duluth Parking Commission
Thirty-Seventh Meeting
7:30 a.m. Thursday, July 23, 2015
City Council Chambers, Duluth City Hall**

Members Present

- Craig Chilcote, Vice President
- Andy Goldfine
- Steve LaFlamme, President
- Andy McDonald
- Chad Smith
- Karin Swor
- Matthew Kennedy, Ex Officio

Members Absent

- Linda Krug

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- John Clark, Duluth Operations Manager – Interstate Parking
- Patrick Loomis, Project Engineer – City of Duluth
- Bob McDonald, City of Duluth Resident

Approval of 6/12/15 meeting minutes

Commission Vice President Craig Chilcote motioned to approve the minutes without change. Commissioner Andy Goldfine seconded the motion, which was approved 6-0.

Proposal to convert the 400 block of Lakeview Avenue from alternate side parking to east-sided parking only

City of Duluth Parking Operations Specialist Mark Bauer described a proposal to convert Lakeview Avenue from 4th Street to its northern terminus from default alternate side parking to east-sided parking only. He explained that the proposal had been brought to the parking division by Bob McDonald, a resident of the street. Mr. Bauer stated that the reason for the proposal was to enhance safety on Lakeview Avenue by more effectively encouraging drivers to park only on one side of the street. He stated that the street currently fell under the default citywide alternate side parking configuration but that the street's most common parkers, those associated with the nearby Ordean-East Middle School, often park illegally on both sides of the street during large school events, and he added that site visits and resident feedback indicated that residents have adequate off-street parking and rarely park on Lakeview Avenue. Mr. Bauer reported the results of a resident survey that indicated unanimous support for the proposed configuration change. Commission President Steve LaFlamme asked if the City of Duluth street maintenance division was supportive of the proposal. Mr. Bauer replied that, since the residents typically do not park on Lakeview Avenue, the configuration change should present no street maintenance problems. Commissioner Goldfine motioned that the proposal be approved as presented. Commissioner LaFlamme seconded the motion, which was approved 6-0.

Proposal to install two loading zones on Harbor Drive

City of Duluth Parking Manager Matthew Kennedy introduced a proposal to add two loading zones to Harbor Drive. Mr. Bauer described the proposed location of the two zones, adjacent to the two docks for Vista Fleet cruise boats. Mr. Bauer stated that Justin Steinbach, president of Vista Fleet, was in favor of the proposal because it would facilitate loading and unloading for the boats. Mr. Bauer stated that he and Mr. Kennedy had met on site with Mr. Steinbach and selected the loading zone space locations together. Mr. Bauer added that the loading zones would be in effect 24/7 and that the management of the Duluth Entertainment Convention Center and the William A. Irvin ship and museum were in favor of the proposal. Commissioner LaFlamme motioned that the proposal be approved. Commissioner Chilcote seconded the motion, which was approved 6-0.

Proposal to convert south-sided parking on a portion of West College Street to north-sided parking

Mr. Kennedy introduced a proposal to convert south-sided parking on a portion of West College Street to north-sided parking. Mr. Bauer described the proposal, which would move the western portion of on-street parking from the south side to the north side of the street, in conjunction with the upcoming Lowell to Lakewalk bicycle and walking trail, part of which will be routed along the north side of West College Street. Mr. Bauer stated that the configuration change would enhance the safety of the area by locating parking on the same side of the street as most parkers' destinations, which are on the north side of the street on the western portion of West College Street and on the south side of the eastern portion. Patrick Loomis, a City of Duluth project engineer, further described the street redevelopment plans. Commissioner Goldfine asked when the project would occur. Mr. Loomis replied that the timeline for the redevelopment would be in spring and summer of 2016. Commissioner Goldfine recommended that the parking commission add to the proposal the provision that the implementation of the north-sided parking configuration coincide with the completion of the redevelopment project. Commissioner Goldfine motioned that the proposal to adjust the parking configuration, with the aforementioned timeline provision, be approved. Commissioner Chad Smith seconded the motion, which was approved 6-0.

Off-street parking update

Interstate Parking Duluth Operations Manager John Clark provided an update on off-street parking operations. He noted that Canal Park had been very busy so far during the 2015 tourist season, citing a 38% increase in the number of parking fee payments over last year at the same point. He stated that Independence Day operations went smoothly, adding that parkers appeared to arrive slightly earlier than anticipated. Mr. Clark stated that there were 245 more transactions system-wide this year than last year for the event. He said that the 2015 Grandma's Marathon brought an increase of 103 transactions over last year's event. He concluded with an update on the current status of the SKIDATA ramp equipment installation, noting that equipment had been installed at City Hall and that work had begun at East Superior Street Public Ramp, with an estimated go-live timetable at that facility of mid-August.

Proposal to convert a "No Parking" zone on 3rd Avenue West to a ten-minute drop-off zone

Mr. Kennedy introduced a proposal to convert a "No Parking" zone on 3rd Avenue West to a ten-minute drop-off zone. Mr. Bauer described the proposal, which was generated in response to an ongoing issue the Duluth Playhouse is experiencing while attempting to deliver costumes to their facility within the Wells Fargo building. Mr. Bauer stated that the delivery car is unmarked and has incurred tickets for parking in the "No Parking" zone at that location, which is otherwise used by armored trucks serving the bank. Mr. Bauer noted that the branch manager of the Wells Fargo location supported the proposal. Commissioner Chilcote suggested that designating the area as a loading zone might more effectively address the described parking needs while discouraging the higher demand for the space that a drop-off zone might create. Commissioner LaFlamme motioned that the proposal, with this change, be approved to replace the "No Parking" zone with a loading zone. Commissioner Swor seconded the motion, which was adopted 6-0.

Proposal to convert two meters on West 1st Street from a 15-minute limit to an 80-minute limit

Mr. Kennedy introduced a proposal to convert two single-space meters on West 1st Street from a 15-minute time limit to an 80-minute limit. Mr. Bauer stated that the proposal was first presented to the parking division by Kristi Stokes, president of the Greater Downtown Council. Ms. Stokes had received the request from the owner of Art of Hair, a new hair salon at 203 West 1st Street. Mr. Bauer stated that the previous business at that location, a tailoring shop, had made use of the two existing short-term parking meters for pick-ups and drop-offs but that the salon expressed during his site visit that they have no need for the spaces to be designated as short-term. Mr. Bauer stated that he personally surveyed the area businesses and that none were opposed to the proposed conversion to 80-minute limit meters. Commissioner LaFlamme motioned that the proposal be approved. Commissioner Goldfine seconded the motion, which was approved 6-0.

Proposal to remove one parking meter on 1st Street near 12th Avenue East

Mr. Kennedy introduced a proposal to remove one parking meter on 1st Street near 12th Avenue East. Mr. Bauer stated that the installation of single-space parking meters on this area of 1st Street had previously been approved by the parking commission but that space limitations, discovered when the installation was to take place, revealed that the total number of meters in the area would need to be reduced by one. Commissioner LaFlamme motioned that the proposal to reduce the total number of meters by one be approved. Commissioner Chilcote seconded the motion, which was approved 6-0.

On-street parking update

Mr. Bauer provided an update on the status of the implementation of a valet parking zone near Tycoons Alehouse in downtown Duluth. He stated that Unparalleled Parking, the valet operator that had brought the request for the zone to the city parking division, had abandoned plans to operate a valet service in Duluth. He added that the management of Tycoons had recently changed but that the new manager was interested in continuing to work toward establishing a valet operation for the restaurant, possibly operating an in-house service. Commissioner Goldfine restated his recommendation from the June 2015 parking commission meeting that a fee be collected by the city for use of the two spaces as a valet zone.

Downtown Parking Advisory Committee update

Mr. Kennedy provided an update on the most recent meeting of the Downtown Parking Advisory Committee. He reported that bicycle route planning had been a topic of discussion and that DPAC would like to see detailed block-by-block plans for the potential routes. Mr. Kennedy stated that parking facility wayfinding ideas for the downtown streetscape were discussed, with DPAC expressing support for wayfinding enhancements. He also noted that the concept of rebranding a portion of East Superior Street (and its vicinity) as the “Historic Arts and Theatre District” or “HART District” was a topic of some early-stage discussion.

Adjustments to upcoming parking commission meeting dates

Commissioner LaFlamme suggested that, because the July 2015 parking commission meeting had been rescheduled for a later date than originally planned, the next two meeting dates be adjusted accordingly. The consensus among the commissioners and parking division staff was to reschedule the August meeting for later in the month and to cancel the September meeting. Mr. Bauer stated he would follow up via email with the commissioners to confirm the adjusted dates.

Adjournment

Respectfully submitted,

Mark Bauer, CPP
Parking Operations Specialist

Matthew Kennedy, CAPP, CPP
Parking Commission Secretary