

**Duluth Parking Commission
Thirty-Fifth Meeting
7:30 a.m. Friday, May 1, 2015
City Council Chambers, Duluth City Hall**

Members Present

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

Members Absent

- Andy Goldfine

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- John Clark, Duluth Operations Manager – Interstate Parking Company
- Gerard Lawson, Captain – Lakeside/Lester Park Citizen Patrol
- Paul Miller, Kenwood resident

Welcome to new parking commissioners

City of Duluth Parking Manager Matthew Kennedy introduced Chad Smith and Karin Swor as new members of the Duluth Parking Commission.

Approval of 4/10/15 meeting minutes

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

Off-street parking update

John Clark, the Duluth operations manager for Interstate Parking Company, provided an update on off-street parking operations. He stated that seasonal cleaning and restriping were underway on the surface lots. Mr. Clark described the upcoming installation of LED lighting for eight surface lot pay stations in Canal Park in response to input from parkers who had been having difficulty seeing the pay station keypads and payment acceptance slots at night. Mr. Clark also presented rate recommendations and proposed operational plans for the 2015 Grandma's Marathon. Commission President Steve LaFlamme motioned that the Grandma's Marathon recommendations be approved as presented. Commissioner Linda Krug seconded the motion, which was approved 6-0.

Duluth Police Department update

Duluth Police Officer Nicholas Lepak provided an update on police operations in the downtown area. He described the general timeline for the implementation of a police substation in the new Duluth Transit Authority Multimodal Transportation Center, which is anticipated to occur in November 2015. He stated that the new substation will feature a front desk customer service representative. Officer Lepak stated that there will be three mounted patrol officers in Canal Park and other central downtown areas this season, as well as up to ten bicycle patrol officers. He added that between six and eight park rangers will be hired to patrol these areas during the upcoming summer season. Commissioner LaFlamme inquired how to contact the Duluth Police Department with regard to non-emergency concerns. Officer Lepak stated that anyone is welcome to call 911 for either emergencies or non-emergencies and noted that his cellular phone number is also widely available.

Prohibition of parking on both sides of a portion of Kenwood Drive and implementation of both-sided parking with a 1:00 a.m. to 7:00 a.m. alternate side restriction on a portion of Maryland Avenue

Mr. Kennedy introduced a proposal to prohibit parking on both sides of a portion of Kenwood Drive and to implement a both-sided parking configuration with a 1:00 a.m. to 7:00 a.m. alternate side restriction on a portion of Maryland Avenue. Mr. Bauer stated that a request to prohibit parking on a portion of Kenwood Drive had been brought to the parking division by neighborhood resident Paul Miller. Mr. Bauer stated that he had conducted separate site visits with Mr. Miller and Greg Carlson, owner of the adjacent Kenwood Apartments. During the site visits and following subsequent research into the history of the area's parking configuration, it was determined that the current configuration dates back to the time that the Kenwood Apartments building was an elementary school. The current configuration features 30-minute time limits on portions of Kenwood Drive and Maryland Avenue and an ADA parking "End" sign with no corresponding "Begin" sign on Kenwood Drive. Mr. Bauer reported the results of a mailed survey, which indicated unanimous support of the proposed reconfiguration among the nine respondents. Mr. Miller described his concerns with the current configuration, noting that vehicles parked on Kenwood Drive constrict the street width, cause decreased sightlines for drivers, and, at times, make it difficult for residents to pull in and out of their driveways. Mr. Bauer stated that both Mr. Miller and Mr. Carlson were in agreement with the reconfiguration proposal, and Mr. Miller confirmed his agreement. Commissioner McDonald stated that he agreed with the proposal. Commissioner LaFlamme emphasized the need for follow-up to ensure the new configuration is being observed by parkers, should the proposal be approved. Mr. Miller inquired about the best way to contact someone should he notice violations of the new configuration. Mr. Bauer stated that Mr. Miller could call him, the parking services office telephone number, or 911 to report infractions. Commissioner Krug motioned that the proposal be approved as presented. Commissioner McDonald seconded the motion, which was approved 6-0.

Implementation of a two-hour time limit on Superior Street between 44th Avenue East and 46th Avenue East

Mr. Kennedy introduced a proposal to implement a two-hour time limit on Superior Street between 44th Avenue East and 46th Avenue East. Mr. Bauer stated that the request had been brought to the parking division by Gerard Lawson, captain of the Lakeside/Lester Park Citizen Patrol, on behalf of Scott Marshall, president of the Lakeside/Lester Park Business Association. Mr. Bauer stated that the area businesses are concerned about the availability and turnover of the parking spaces adjacent to their businesses on Superior Street due to the large number of Duluth East High School students parking in the area, which lies immediately to the east of the eastern boundary of the resident permit parking zone. Mr. Bauer stated that he had performed a site visit and confirmed that the area is currently heavily parked with long-stay vehicles. To align the proposed addition of a two-hour time limit with the configuration of the adjoining resident permit parking zone, Mr. Bauer proposed that the specified hours of enforcement be 8:00 a.m. to 4:00 p.m. and noted that Mr. Lawson had agreed with this proposal. Commissioner LaFlamme inquired whether any area residents would be impacted by the proposed change in configuration; Mr. Bauer replied that there would be no such impact. Commissioner LaFlamme motioned that the proposal be approved as presented. Commissioner Chilcote seconded the motion, which was approved 6-0.

Establishment of a taxi stand in Canal Park

Mr. Kennedy introduced a proposal to create a taxi stand in Canal Park. City of Duluth Parking Operations Specialist Mark Bauer stated that the proposed stand would be located on the south side of Morse Street, in an area that appeared to already feature a designed space to park vehicles but that was signed as a "No Parking" zone. Mr. Bauer stated that Grandma's Restaurant Company Regional Manager Tony Boen, who also serves as treasurer of the Canal Park Business Association, supported the proposed implementation of the taxi stand. Commissioner McDonald suggested that the proposed implementation include two-sided signage that would be oriented to face north and south, toward businesses in the area, advertising the zone. Mr. Bauer indicated support of this idea. Mr. Bauer stated that the implementation of the Canal Park taxi stand, as well as three additional taxi stands in the downtown area to be proposed in a future parking commission meeting, was being supported by Duluth Police Chief Gordon Ramsay due to the potential reduction of on-street altercations between business patrons that quick access to taxi cabs would provide. Commissioner Krug indicated her support for the Canal Park taxi stand proposal and added that an ordinance to better regulate taxicabs in Duluth would be presented to the city council in its May 11 meeting. Commissioner Krug motioned that the proposal to implement the Canal Park taxi stand be approved. Commissioner Chilcote seconded the motion, which was approved 6-0.

On-street parking update

Mr. Bauer provided an update on on-street parking. He provided information regarding a recent change in ownership of Harstad Controls, which had been purchased by SKIDATA, Inc. He stated that thus far there appeared to be no negative impacts to the installation process of new access and revenue control equipment in the three major downtown parking facilities, since SKIDATA equipment had been selected for the ramps and most, if not all, of the former Harstad employees had been retained by SKIDATA. Mr. Bauer stated that four new Digital Payment Technologies LukeII multi-space pay stations had been installed on Canal Park Drive and currently were being configured and tested prior to the May 15 start of the Canal Park fee enforcement season. Commissioner LaFlamme inquired into the status of a vendor for the upcoming on-street pay-by-phone system. Mr. Bauer replied that there were two remaining candidates and that a final decision would be made soon, with the hope of implementing the system in summer 2015. Commissioner Krug noted that she had used a single-space parking meter in Minneapolis recently that was able to accept a credit card and asked the parking division if they were aware of an advance in this type of technology. Mr. Bauer stated that the meter may have remained from a previous test of such technology but that he would investigate further.

Downtown Parking Advisory Committee update

Mr. Kennedy provided an update from the April 27 Downtown Parking Advisory Committee meeting. He stated that Duluth Police Sergeant Jayme Carlson had provided an update to DPAC on police operations in Canal Park and other central downtown areas. He discussed the idea conveyed in the meeting by Greater Downtown Council President Kristi Stokes of a possible designation of a portion of downtown Duluth as the "Historic Arts and Theatre District" and associated possible proposal to rename the East Superior Street Public Ramp as the "Historic Arts and Theatre District" (or "HART") Ramp. Mr. Kennedy described his report to DPAC of the results of increased time limit and other parking enforcement in downtown in response to this request from DPAC members in a previous meeting. He stated that the parking division is in the final stages of hiring two new parking monitors, which will facilitate enhanced parking enforcement and noted that Visit Duluth President Anna Tanski had participated in the interview process for the new monitors.

Duluth East High School traffic forum update

Commissioner Krug provided information on a recent forum at Duluth East High School regarding on-street and off-street traffic congestion related to student pick-ups and drop-offs, as well as possible resulting safety issues and the overall shortage of on-campus student parking. Commissioner McDonald noted that this has resulted in inappropriate behavior by some of the drivers. Mr. Kennedy provided further information on the situation, noting that the high school administration recently had sent a letter to parents informing them of tighter enforcement of traffic policies due to the safety concerns, and he indicated that this may have been what led to the recent complaints by parents. He added that there currently is an agreement between the school administration and a nearby church for use of the church parking lot during school hours.

Adjournment

Respectfully submitted,

Mark Bauer, CPP
Parking Operations Specialist

Matthew Kennedy, CAPP, CPP
Parking Commission Secretary