



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes

Parking Commission.

Friday, October 6, 2023

7:30 AM

Council Chambers, 3rd Floor, City Hall

ROLL CALL

Members Present

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

Guests Present

- Carl Crawford, Human Rights Officer – City of Duluth
- Ari Eilola – Duluth Operations Manager – Interstate Parking Company
- John Ramos, Investigative Reporter – Duluth Monitor
- Mike Rasmusson, Duluth resident

APPROVAL OF MINUTES

Approval of September 2023 meeting minutes

City of Duluth Parking Services Manager Mark Bauer presented the September 2023 Duluth Parking Commission meeting minutes for approval. Commission Vice President Branden Robinson motioned that the minutes be approved as presented. Commissioner Mike Mayou seconded the motion, which was approved 4-0 (Commissioner Antonio Davis had not yet arrived).

PUBLIC COMMENTS

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Public Comments

There were no public comments in the initial public comments period.

ON-STREET ACCESSIBLE PARKING ZONE REQUESTS

On-street accessible parking zone requests

Mr. Bauer presented three on-street accessible parking zone requests for approval. He stated that he had visited the sites, consulted with the applicants, and reviewed the requests with the City Commission on Disabilities. Commissioner Robinson motioned that the request for 1714 East 4th Street be approved. Commissioner Davis seconded the motion, which was approved 5-0. Commissioner Mayou motioned that the request for 206 East House Street be approved. Commissioner Brandon Van Tassel seconded the motion, which was approved 5-0. Commissioner Davis motioned that the request for 222 East

Superior Street be approved. Commissioner Robinson seconded the motion, which was approved 5-0.

PARKING FACILITIES CALLS FOR SERVICE UPDATE

Parking facilities calls for service update

Mr. Bauer presented an update on reported incidents and Police Department calls for service at the three primary downtown public parking facilities. He stated that there were 199 total incidents that were reported in the ramps by the 3rd-party security vendor in August 2023 and 15 calls for service to the Police Department during the same time period. He stated that in September there were 218 incidents reported by the security vendor and 22 DPD calls. He noted that the highest concentration of reported issued for both months was at Hart District Ramp. Commissioner Mayou requested that the Parking Services Division provide a graphic representation of the reported incidents that provided more detail in future meetings. Mr. Bauer agreed to do so.

PROPOSAL TO CREATE A LOADING ZONE AT 345 SOUTH LAKE AVENUE

Proposal to create a loading zone at 345 South Lake Avenue

Mr. Bauer presented a proposal to implement a new loading zone at 345 South Lake Avenue, adjacent to Flagship Apparel. He stated that the business owner had requested that the new zone, which would replace a single-stall parking meter, be created to serve the loading needs of her business and others in the area. Commissioner Robinson motioned that the new zone be approved. Commissioner Davis seconded the motion, which was approved 5-0.

PROPOSAL TO CREATE A LOADING ZONE AT 114 NORTH 1ST AVENUE WEST

Proposal to create a loading zone at 114 North 1st Avenue West

Mr. Bauer presented a proposal to convert a metered parking stall at 114 North 1st Avenue West to a loading zone. He stated that the business owner at that location had generated the request in response to vehicles delivering to her building being ticketed. Mr. Bauer stated that the new zone would serve the requesting party's business as well as others in the area. Commissioner Van Tassel motioned that the proposal be approved. Commissioner Mayou seconded the motion, which was approved 5-0.

PROPOSAL TO CONVERT AN ADA ZONE AT 309 WEST 1ST STREET TO A 10-MINUTE DROP-OFF ZONE

oposal to convert an ADA zone at 309 West 1st Street to a 10-minute drop-off zone
Mr. Bauer presented a proposal to convert an ADA accessible parking zone at 309 West 1st Street to a ten-minute drop-off zone. He stated that the Lighthouse Center, who had originally requested the two-stall ADA accessible parking zone currently located adjacent to their building, had reassessed their needs and

determined that one accessible zone plus one drop-off zone would better serve their current needs. Commissioner Robinson motioned that the proposal be approved. Commissioner Davis seconded the motion, which was approved 5-0.

DISCUSSION ON 2024 PARKING SERVICES DIVISION BUDGET

Discussion on 2024 Parking Services Division budget

Mr. Bauer presented the Parking Services Division's proposed 2024 budget. Commissioner Robinson inquired how depreciation is viewed within the context of the annual budget. Mr. Bauer stated the depreciation numbers are utilized to balance the parking budget, since they reflect City-owned assets, but that they do not factor into the actual fund cash balance at the end of a year. Commissioner Davis inquired into the possibility of private/public partnerships to develop new public parking infrastructure. Mr. Bauer stated that this is a potential opportunity. The Commissioners discussed a recent parking study that had been conducted by an area stakeholder in Lincoln Park and possible development of parking and recreational space under the highway overpass to the west of the core business area in Lincoln Park. Commissioner Davis suggested a potential model for public parking based on the University of Minnesota–Duluth's current permit system model. Mr. Bauer stated that this would be difficult to fairly administer in the greater Duluth area and noted that a version of such a system already exists, particularly in the Canal Park surface lots, with the current monthly parking permit system. Commissioner Robinson motioned that the proposed 2024 parking budget be approved. Commissioner Davis seconded the motion, which was approved 5-0.

2024 PUBLIC PARKING RATES PROPOSAL

2024 public parking rates proposal

Mr. Bauer provided a presentation on the Parking Services Division's proposed 2024 public parking rates. He noted that the proposal included the implementation of public parking fees at Rose Garden and Water Street Lots, which had not previously featured fees. He stated that parking fees, particularly at Rose Garden Lot, would become increasingly crucial due to the upcoming redevelopment of the Armory building as an event center. Commissioner Robinson motioned that the rates recommendation package, which also included moderate rate increases to monthly parking and shorter-term hourly parking tiers, be approved. Commissioner Davis seconded the motion, which was approved 5-0.

OFF-STREET PARKING UPDATE

Off-street parking update

Interstate Parking Company Duluth Operations Manager Ari Eilola provided an update on off-street parking operations. He stated that Essentia hospital employees, who had been temporarily moved to other facilities by Essentia, were in the process of gradually moving back into Medical District Ramp. Commissioner Mayou inquired into the details of the relationship between the number of parkers in the facility and the number of reported security incidents. Mr. Eilola noted that while the core group of repeat offenders in the ramps remains, he has noticed some new parties recently who are causing security

incidents. Both Mr. Eilola and Mr. Bauer noted that the upcoming installation of ramp access control systems will significantly alter the security and cleanliness situation in the facilities.

ON-STREET PARKING UPDATE

On-street parking update

Mr. Bauer stated that Parking Services Division preparations for the 2023-24 Snow Emergency season were complete and that the division was prepared to respond to parking-related needs during a declared SE.

PUBLIC COMMENTS FOLLOW-UP

Public comments follow-up

There were no public comments in the follow-up comments period.