

**Duluth Parking Commission
Thirty-Third Meeting
7:30 a.m. Friday, February 6, 2015
City Council Chambers, Duluth City Hall**

Members Present

- Mary L. Cameron
- Craig Chilcote, Vice President
- Andy Goldfine
- Linda Krug
- Steve LaFlamme, President
- John Simpson
- Matthew Kennedy, Ex Officio

Members Absent

- Andy McDonald

Guests Present

- Jeff Aanenson, Duluth Operations Manager (outgoing) – Interstate Parking Company
- Mark Bauer, Parking Operations Specialist – City of Duluth
- John Clark, Duluth Operations Manager (incoming) – Interstate Parking Company
- Dan Olson, Treasurer – Duluth Labor Temple Association
- Greg Stoewer, Project Engineer – City of Duluth

Approval of 1/9/15 meeting minutes

Parking Commission Vice President Craig Chilcote motioned to approve the January 2015 Duluth Parking Commission meeting minutes without change. Commissioner Linda Krug seconded the motion, which was approved 6-0.

Off-street parking update

City of Duluth Parking Operations Specialist Mark Bauer introduced John Clark as the new operations manager in Duluth for Interstate Parking, replacing Jeff Aanenson, who had accepted a position in another market. Mr. Aanenson described the timeline of the transition, and Mr. Clark briefly introduced himself and summarized his past experience in the parking industry. Mr. Aanenson provided an update on off-street parking operations, noting that a large group of new contract parkers from a nearby organization had recently moved into Medical District Ramp. Mr. Bauer stated that overhead beam repairs at Medical District Ramp were being completed that day. He also provided an update on the installation timeline for new ramp equipment at Technology Village Ramp, East Superior Street Public Ramp, and Medical District Ramp, noting that a springtime installation at ESSPR is still predicted.

Prohibition of parking on both sides of the 6200 block of Nicollet Street

City of Duluth Parking Manager Matthew Kennedy introduced a proposal to prohibit parking on both sides of Nicollet Street from 62nd Avenue West to 63rd Avenue West, coinciding with the upcoming redevelopment of Grand Avenue that will eliminate access to 62nd Avenue West from Grand Avenue. Mr. Bauer stated that this item had been tabled in the previous parking commission meeting to allow the parking division time to gather further feedback from stakeholders in the area who might be impacted by the proposed change. Mr. Bauer provided an updated map that included parcel lines and stated that he had mailed 15 surveys that asked whether or not stakeholders would support the proposed prohibition of parking. He reported that seven surveys had been received, three in support of the proposal and four opposed. Mr. Bauer noted that the resident of 6209 Nicollet Street had stated in his response that he would support the proposal if the city would provide curb cuts that would allow him to park off the street on his own property. He added that the City of Duluth attorney's office had been consulted and was comfortable with the recommendation to prohibit parking on both sides of this street. City of Duluth Project Engineer Greg Stoewer stated that 6209 Nicollet Street currently has no off-street parking available. Parking Commission President Steve LaFlamme and Commissioner Krug expressed their desire that the resident of the property be accommodated as much as possible if the proposal is approved. Mr. Bauer asked Mr. Stoewer if including curb cuts for the resident's property could be included in the project at the city's expense, and he replied that this was a possibility. Mr. Bauer amended the proposal to add that, if parking is prohibited on both sides of Nicollet Street as specified, the request by the resident of 6209 Nicollet Street for curb cuts would be granted and provided as part of the overall project cost. Mr. Kennedy further amended the proposal to stipulate that the City of Duluth's project cost and scope include installation of a code-authorized surface for the resident's parking area, along with the curb cuts. Commissioner John Simpson motioned that the proposal be approved as amended by Mr. Bauer and Mr. Kennedy. Commissioner Krug seconded the motion, which was approved 6-0.

Adjustment of location of “No Parking Here to Corner” sign on London Road

Mr. Kennedy introduced a proposal to move the “No Parking Here to Corner” sign on the southwest corner of the intersection of London Road at 20th Avenue East by 22.5 feet to the west to improve sightlines for drivers turning onto London Road from 20th Avenue East south of the intersection. Mr. Bauer stated that he had performed a site visit and conducted a survey of area stakeholders, including the management of North Shore Family Dental, located at 1932 London Road, Joe Kleiman, owner of the 1932 London Road building, and representatives of the Duluth Labor Temple Association, who originally brought the request to the city. The original request had been to prohibit parking from the intersection of London Road and 20th Avenue East to the eastern driveway cut for the 1932 building, but feedback from stakeholders resulted in the compromised proposal to relocate the current sign 22.5 feet west of its current location, which is 20 feet from the 20th Avenue East intersection, with the provision that the parking division follow up with the DLTA to assess the effectiveness of the proposed change. Dan Olson, treasurer of the DLTA, stated that his organization would prefer that the original request, which eliminated parking entirely between the intersection and the driveway cut, be approved. He cited the difficulty drivers currently have seeing west on London Road while stopped on 20th Avenue East and the recent addition of a bicycle lane on London Road as the reasons for his request. Commissioner LaFlamme stated that it seemed to him that the extra 22.5 feet recommended by the parking division would be enough distance to adequately improve sightlines. Commissioner Krug stated that she would support the parking division’s recommendation that the current sign be moved 22.5 feet to the west and that the parking division would follow up with the DLTA to assess the effectiveness of the change. Commissioner Goldfine suggested that a traffic accident study be performed for the intersection. Mr. Bauer asked Mr. Olson if he was aware of any recent traffic accidents at the intersection; he replied that he was not. Commissioner LaFlamme motioned that the proposal be approved as presented by the parking division. Commissioner Mary L. Cameron seconded the motion, which was approved 6-0.

Proposal to add single-space parking meters to East 2nd Street

Mr. Kennedy introduced a proposal to add single-space meters to a section of East 2nd Street between 10th Avenue and 11th Avenue. Mr. Bauer described a site visit he had performed and referred to the associated map of the proposed meter addition, which specified room for ten single-space meters on the north side of the street that would mirror the configuration on the south side of the street. The map illustrated two driveway cuts to the parking lot on the north side; Commissioner Simpson stated that the western driveway would be eliminated once a current construction project was completed, leaving only the eastern driveway. Mr. Bauer stated that he had anticipated this possible change and measured the western driveway width while on the site, noting that the measured space would allow for one further single-space meter, bringing the total number of additional meters to eleven. Mr. Kennedy added that the programming and configuration of the new meters would match the existing meters on the south side of the block. Commissioner Simpson recused himself from voting on this matter, citing a conflict of interest. Commissioner Chilcote motioned that the proposal for the addition of eleven meters be approved. Commissioner Krug seconded the motion, which was approved 5-0.

Downtown Parking Advisory Committee update

Mr. Kennedy provided an update on the January 2015 Downtown Parking Advisory Committee meeting.

Election of parking commission president and vice president

Mr. Kennedy explained that election of the Duluth Parking Commission’s president and vice president was to take place in the current meeting. He explained that both current president Steve LaFlamme and current vice president Craig Chilcote were eligible for reelection, though commissioners were welcome to nominate others for the positions as well. Commissioner Krug motioned that Commissioner LaFlamme be retained as president for a second term. Commissioner Cameron seconded the motion, which was approved 6-0. Commissioner Simpson motioned that Commissioner Chilcote be retained as vice president for a second term. Commissioner Goldfine seconded the motion, which was approved 6-0.

Adjournment

Respectfully submitted,

Mark Bauer, CPP
Parking Operations Specialist

Matthew Kennedy, CAPP, CPP
Parking Commission Secretary