

**Duluth Parking Commission
Thirty-Eighth Meeting
7:30 a.m. Friday, August 28, 2015
City Council Chambers, Duluth City Hall**

Members Present

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

Members Absent

- Karin Swor

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- John Clark, Duluth Operations Manager – Interstate Parking Company

Approval of 7/23/15 meeting minutes

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

Proposal to convert a portion of East Clover Street to two-hour-limit parking

City of Duluth Parking Manager Matthew Kennedy introduced a proposal to implement a two-hour time limit on parking on East Clover Street between Woodland Avenue and East 8th Street. City of Duluth Parking Operations Specialist Mark Bauer described the proposal, which was generated by Mark Lambert from Summit Management, LLC, the developer of the adjacent BlueStone Commons project. Mr. Bauer stated that Mr. Lambert proposed the two-hour limit to encourage availability and turnover of the on-street parking spaces that he believes will serve the businesses on the development site once they are open. He stated that the street currently is used heavily by parkers associated with the nearby University of Minnesota Duluth (UMD), who tend to park there all day. Mr. Bauer described a survey he had conducted of the stakeholders on East Clover Street and noted that, of the six surveys he had mailed, he had received three responses, two from residents on the south side of the street who were both opposed to the time limit and one in favor (Mr. Lambert). Mr. Bauer stated that the proposal was to implement the two-hour limit at the completion of the development project. Commissioner Andy Goldfine suggested that the commission table the proposal until the impacts of the new businesses on parking can be seen and studied. Commissioner Krug motioned that the proposal be tabled until the development project is nearer to completion. Commissioner Chilcote seconded the motion, which was approved 6-0.

Conversion of a portion of 58th Avenue West to both-sided daytime parking with a 1:00 a.m. to 7:00 a.m. alternate side configuration

Mr. Kennedy introduced a proposal to convert 58th Avenue West from Grand Avenue to Ramsey Street to both-sided parking with a 1:00 a.m. to 7:00 a.m. alternate side configuration. Mr. Bauer described that the current parking configuration was in need of review and enhanced clarity, stating that the configuration dated back to 1968 and essentially had not changed since then. He stated that the current parking configuration specified a 2:00 a.m. to 6:00 a.m. parking prohibition on the east side of the block from November 1st to May 31st and that the purpose of the configuration was to facilitate snow removal. Mr. Bauer stated that employees of businesses in the area had been parking on both sides of 58th Avenue West for many years and had thought that this was legal. Mr. Bauer stated that the results of his site survey had supported the parkers' assertion that both-sided parking during typical business hours did not cause a negative impact to traffic or city operations, and he stated that the parking division was in support of converting the parking configuration to the one that area stakeholders had believed to be already in place.

Mr. Bauer stated that he had visited most businesses in the area and that all were supportive of the proposed conversion. Commissioner Krug motioned that the proposal be approved as presented. Commissioner Chad Smith seconded the motion, which was approved 6-0.

Off-street parking update

Interstate Parking Company Duluth Operations Manager John Clark provided an update on the Canal Park parking lots, stating that off-street parking usage numbers continued to be strong, partly due to the generally pleasant weather Duluth was experiencing through the summer. Mr. Clark also provided an update on the installation of new access and revenue control equipment in the three major off-street parking facilities, stating that the installation at East Superior Street Public Ramp was expected to be completed by August 10th, that installation at Technology Village Ramp was expected to begin on September 28th, and that installation at Medical District Ramp was expected to begin on October 6th. He stated that each installation was expected to take about one week.

On-street parking update

Mr. Bauer stated that the city parking division recently had redesigned and currently was administering the citywide residential zone parking permit system. He stated that the adjustments to the UMD and Denfeld High School permit zones that had been approved by the parking commission and the Duluth City Council had been implemented and that the new permit system had taken these changes into account for the 2015-2016 school year.

Accessible parking signage requests

Mr. Kennedy introduced a proposal to approve five on-street accessible signage requests, one each for residents at 2214 West 12th Street, 531 North 7th Avenue East, 512 North 57th Avenue West, and 908 East 7th Street, along with one serving the Duluth Regional Care Center at 5629 Grand Avenue. He stated that the requests had been reviewed and were supported by the parking division and the traffic engineering division. Commissioner Krug motioned that all five requests be approved. Commissioner Goldfine seconded the motion, which was approved 6-0.

Letter from Kristi Stokes of the Greater Downtown Council

Mr. Kennedy read a letter, which was included in each commissioner's meeting packet, from Kristi Stokes, president of the Greater Downtown Council. He described that the letter requested the formalization of representation on the parking commission by a Downtown Parking Advisory Committee (DPAC) member. Commissioner Andy McDonald suggested that, if consideration is given to formalized representation, the commission look at this on a grander scale, including representation by other stakeholders, in a larger discussion. He also suggested that consideration be given to including representation of the Duluth-Superior Metropolitan Interstate Council on DPAC. Commissioner Krug suggested that the creation of a resolution of intent, to be presented to the city council, could be a good way to begin such a formalized representation process.

Adjournment

Respectfully submitted,

Mark Bauer, CPP
Parking Operations Specialist

Matthew Kennedy, CAPP, CPP
Parking Commission Secretary