



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes

Parking Commission.

Friday, September 6, 2024

7:30 AM

Council Chambers, 3rd Floor, City Hall

ROLL CALL

Members Present

- Mike Mayou
- Andrew Paszak
- Branden Robinson, Vice President
- Robert Woods, President
- Mark Bauer, Ex Officio

Members Absent

- Antonio Davis
- Brandon Van Tassel

Guests Present

- Andy Goldfine, Founder and Owner - Aerostich

APPROVAL OF MINUTES

City of Duluth Parking Services Manager Mark Bauer presented the August 2024 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.

PUBLIC COMMENTS

Mr. Bauer introduced the topic of alternate side parking on the zero block of South 18th Avenue East, to which Aerostich Founder and Owner Andy Goldfine had come to speak. Mr. Bauer stated that a recent request by Lincoln Park-area non-profit organization Ecolibrium3 to install signage that reinforced the existing alternate side parking configuration on the avenue, which the City subsequently installed, had prompted Mr. Goldfine to request a configuration change that would allow both-sided parking in the area. Mr. Goldfine described his rationale for the request, providing data, maps, photographs, and video that illustrated the area's parking utilization. Mr. Bauer stated that he and Mr. Goldfine had agreed that a conversion to an alternate side 1:00 a.m. to 7:00 a.m. configuration, which is utilized throughout Duluth in similar situations, would effectively address both the needs of the community and of the City's street maintenance operations. Commission President Robert Woods and Commissioner Mayou expressed the importance of consistency, citing the No Parking 2:00 a.m. to 6:00 a.m. configuration utilized in other nearby areas, but indicated support for the proposal. Commissioner Robinson motioned that the proposal be approved as presented. Commissioner Mayou seconded the motion, which was approved 4-0.

ON-STREET ACCESSIBLE PARKING ZONE REQUESTS

Mr. Bauer presented five on-street accessible parking zone requests for approval. He stated that he had visited the sites and consulted with the Commission on Disabilities and the applicants. He recommended that all five requests be approved. He stated that the request for 706 North 7th Avenue East was for “mirrored” zones on both sides of the applicable alternate side route. Commissioner Andrew Paszak motioned that the request for 706 North 7th Avenue East be approved. Commissioner Woods seconded the motion, which was approved 4-0. Commissioner Robinson motioned that the request for 801 101st Avenue West be approved. Commissioner Mayou seconded the motion, which was approved 4-0. Commissioner Mayou motioned that the request for 2624 West 4th Street be approved. Commissioner Paszak seconded the motion, which was approved 4-0. Commissioner Woods motioned that the request for 3421 West 2nd Street be approved. Commissioner Robinson seconded the motion, which was approved 4-0. Commissioner Mayou motioned that the request for 117 North 18th Avenue East be approved. Commissioner Robinson seconded the motion, which was approved 4-0.

PROPOSAL TO CONVERT A METER STALL ON 2ND AVENUE EAST TO A TEN-MINUTE DROP-OFF ZONE

Mr. Bauer presented a proposal to convert a single-stall meter on the zero block of South 2nd Avenue East to a ten-minute drop-off zone. He stated that the request had been generated by an adjacent organization that served emergency community needs. Commissioner Robinson motioned that the proposal be approved. Commissioner Paszak seconded the motion, which was approved 4-0.

2025 PARKING FUND BUDGET UPDATE

Mr. Bauer provided an update on the 2025 proposed parking budget process. He stated that the budget was nearly finalized and would be presented to the Commission in the following meeting. He stated that the 2025 budget would include funding for deferred structural maintenance items and a reduction in third-party security expenses due to the installation of the new access control systems in the three primary downtown parking facilities. Mr. Bauer stated that an overarching goal was to rebuild parking fund reserves to finance future parking technology and infrastructure. Commissioner Mayou suggested that the City’s Finance Director and Budget Manager be invited to the October Commission meeting to discuss the annual general fund transfer from the parking fund and the possibility of adjusting it. Mr. Bauer stated that he would invite them to the next meeting.

OFF-STREET PARKING UPDATE

Mr. Bauer provided an update on off-street parking operations. He stated that the installation of accessible technology for pedestrian doors at Medical District Ramp was underway and should be completed within two to three weeks. He stated that pressure washing in the Hart District Ramp stairwells and lobbies would start that week and that painting and sealcoating would commence the

following week. He added that the parking operator would provide staff to assist customers during the cleaning and painting process.

ON-STREET PARKING UPDATE

Commissioner Mayou inquired whether the Parking Services Division had been involved in the upcoming updates to the City's Snow Emergency operations plan. Mr. Bauer stated that the division had been heavily involved in the plan's development and that he was highly supportive of the proposed changes. Commissioner Robinson inquired into the effectiveness of the recent conversion of Canal Park's on-street parking to seven-day enforcement of fees. Mr. Bauer stated that the conversion was complete and was successful in addressing the area stakeholders' needs for greater turnover of on-street stalls.

PUBLIC COMMENTS FOLLOW-UP

There were no further public comments.