

Duluth Parking Commission
Fifty-Second Meeting
7:30 a.m. Friday, June 2, 2017
City Council Chambers, Duluth City Hall

Members Present

- Andy Goldfine
- Noland Makowsky
- Andy McDonald, President
- Jessica Sterle
- Karin Swor

Members Absent

- Howie Hanson

Guests Present

- Mark Bauer, Parking Operations Specialist – City of Duluth
- Greg Guerrero, Street Maintenance Supervisor – City of Duluth
- Cody Mass, Area Manager – Interstate Parking Company

March 2017 Duluth Parking Commission Meeting Minutes

Commissioner Jessica Sterle motioned that the March 2017 Duluth Parking Commission meeting minutes be approved without change. Commissioner Karin Swor seconded the motion, which was approved 5-0.

East High School Residential Permit Zone Revision Report

City of Duluth Parking Operations Specialist Mark Bauer provided a report on the feedback gathered from a recent mailed survey, a community forum, and other community input regarding the possible reconfiguration of the East High School Residential Permit Parking Zone. He stated that the forum was well-attended and that the results of the feedback seemed to indicate support for elimination of the zone on the northern end of the current boundary and possible expansion of the zone on a portion of Cambridge Street, as well as other adjustments to the boundaries. Mr. Bauer described the next steps in the recommendation and approval process, which included a parking division proposal to the parking commission, tentatively in the July 2017 meeting, a Duluth City Council Committee of the Whole, a public hearing, and a resolution and potential vote by the City Council. Commissioner Goldfine inquired whether the zone was enforced seasonally or year-round. Mr. Bauer stated that the zone is enforced seasonally and only when school is in session. Commissioner Sterle inquired into the process of informing the Duluth East High School students and administration of any changes that would be made. Mr. Bauer stated that any changes would be communicated with school administration prior to implementation, as well as in the media. Commission President Andy McDonald suggested that a pdf file indicating the potential new zone boundaries be provided to students and other stakeholders as a method of communicating the information. Mr. Bauer added that on-street signage would be adjusted to also aid in the clarity of the zone parameters and times of enforcement.

Proposal to relocate a drop-off zone on the 400 block of West Superior Street

Mr. Bauer presented a proposal to relocate a 15-minute drop-off zone on the 400 block of West Superior Street, adjacent to the Maurices building. He stated that a two-car-length 15-minute drop-off zone had been created in recent months on the north side of the eastern end of the block for use by building visitors but that one of the businesses on-site, the Pita Pit, had indicated preference that the zone be relocated to the western end of the block, nearer to their entrance. Mr. Bauer stated that, through conversations with the Pita Pit and other area stakeholders, a proposal had been developed that would convert the existing drop-off zone to two single-space meters and convert a single-space meter on the western end of the block to a drop-off zone. Commissioner Andy Goldfine motioned that the proposal be approved as presented. Commissioner Noland Makowsky seconded the motion, which was approved 5-0.

Proposal to convert a single-space meter to a loading zone on the 200 block of East Superior Street

Mr. Bauer presented a proposal to convert a single-space meter on the 200 block of East Superior Street, adjacent to Perry Framing, to a loading zone. He stated that the request had been generated by Perry Framing's owner and that a stakeholder survey of the area indicated that there was no opposition to the creation of the zone by the neighbors. Commissioner Swor motioned that the proposal be approved. Commissioner Sterle seconded the motion, which was approved 5-0.

Proposal to rename the 410 West Public Ramp

Mr. Bauer presented a proposal to change the name of the 410 West Public Ramp to the Civic Center Public Ramp. He stated that the new name would better associate the parking facility with the area it serves and would align the name format with that of the other public parking facilities. He stated that City of Duluth administration had indicated support of the proposed change. Commissioner Goldfine motioned that the proposed name change be approved. Commissioner Swor seconded the motion, which was approved 5-0.

Mobile parking payment system update

Mr. Bauer provided an update on the upcoming implementation of a new mobile parking payment system that would be available for payment of fees associated with any on-street space or public off-street parking lot administered by the City of Duluth. He stated that PassportParking, Inc. had been selected as the vendor for the system and that the associated service contract would soon be signed and in place. He stated that the new system would be implemented about 60 days after the contract was executed. Mr. Bauer also provided a presentation on the new system's selection process, timeline, and public benefits. Commissioner McDonald inquired whether a parker using the new system could add time to their space beyond the posted time limits. Mr. Bauer stated that the system would be programmed with the applicable time limits and that it would not be possible to add time beyond the limits. Commissioner Sterle inquired whether the City Attorney's Office was comfortable with the vendor agreement. Mr. Bauer stated that he had developed the agreement in conjunction with the City Attorney's Office and that he had obtained the City Attorney's signature on the contract. Commissioner Makowsky inquired whether the public's usage of the system on their smartphones would consume large amounts of data on their cellular plans. Mr. Bauer stated that he did not know how much data would be used. Commissioner McDonald inquired whether the data gathered by the system could be utilized to track parking space usage. Mr. Bauer replied that the ability to do so was one of the primary administrative benefits of the system.

On-Street ADA signage requests

Mr. Bauer presented proposals for the addition of on-street ADA signage to serve the accessibility needs at 1530 Fern Avenue, 3239 Chestnut Street, and at Darlene's Hair Stylists, 1920 West Superior Street. He stated that he had consulted with the requesting parties and other stakeholders and that all were comfortable with the requests. Commissioner Goldfine motioned that the request pertaining to 1530 Fern Avenue be approved. Commissioner Swor seconded the motion, which was approved 5-0. Commissioner Sterle motioned that the request pertaining to 3239 Chestnut Street be approved. Commissioner Makowsky seconded the motion, which was approved 5-0. Commissioner Swor motioned that the request pertaining to 1920 West Superior Street be approved. Commissioner Sterle seconded the motion, which was approved 5-0. Mr. Bauer also stated that the process for review and approval of on-street ADA signage requests was currently being revised and streamlined. Commissioner McDonald suggested that a section indicating the name of the staff member who reviewed the request and performed the site visit be added to the standard request form. Commissioner Goldfine requested that an annual report on on-street ADA zones be provided to the parking commission, particularly on those that had been added and removed. MR. Bauer agreed that the parking division would make the change to the form and provide the requested annual report.

Canal Park seasonal and event rates proposal

Mr. Bauer presented proposed Canal Park seasonal and citywide summer event rates for 2017 for approval. Interstate Parking Company Area Manager Cody Mass described the proposed rates, stating that all rates would remain the same as those the previous year except for the seasonal rate at Lake Place Lot, which would increase from \$200.00 to \$225.00. Commissioner Sterle motioned that the proposed rates for 2017 be approved. Commissioner Goldfine seconded the motion, which was approved 5-0.

Off-street parking update

Mr. Mass provided an update on off-street parking operations. He stated that the recently-installed electric vehicle charging stations at Lake Place Lot were operational and stated that preparations were being made for an associated public press event on June 8, 2017. Mr. Bauer stated that he and Interstate Parking had been developing guidelines for enforcement and administration of the charging station spaces. Commissioner McDonald indicated support for the development of such guidelines, stating that times were changing with regard to electric energy usage for passenger vehicles and that it would be beneficial to be prepared in advance of further changes. He also stated that advances in fueling technology and related issues should be included in the City's ongoing development of its Comprehensive Plan. Mr. Bauer stated that Interstate Parking's Duluth Operations Manager John Clark would soon be leaving his position and that a selection of his replacement would soon be made by Interstate. Commissioner McDonald thanked Mr. Clark for his service to the City of Duluth on behalf of the commission.

Respectfully submitted,

Mark Bauer
Parking Operations Specialist