

Village of Libertyville
Parking Commission

January 19, 2016

Minutes

The Libertyville Parking Commission met at 10:00 a.m. on Tuesday, January 19, 2016 at the Libertyville Village Hall. Those in attendance included Commission members Bob Bleck, M. J. Seiler, Wendy Veith, and Pam Hume. Also in attendance were Village Administrator Kevin J. Bowens, Police Chief Clint Herdegen, Community Development Director John Spoden, Economic Development Coordinator Heather Rowe, Assistant to the Public Works Director Laura Ditanto, Recreation Supervisor Julie Ludwig and Village Trustee Scott Adams.

Commissioner Seiler moved and Commissioner Hume seconded to approve the minutes of the December 15, 2015 Parking Commission meeting. Motion approved.

Police Chief Herdegen reviewed the Downtown District Parking Violation Activity Report for the 2015 calendar year. Commissioner Seiler requested that the Police Chief provide the Commission with the summary of the violations for Calendar Year 2014 for comparison.

Administrator Bowens indicated that the Village received a letter from Attorney Michael Roach on behalf of the owners of the Proctor building, indicating their interest in developing a two-story building on the east side of Milwaukee Avenue, directly off of School Street. The Commission and Staff discussed the letter, and the Staff will review the parking impact and requirements for such a development.

Administrator Bowens reviewed the bids for the parking garage which were opened on January 12, 2016. Administrator Bowens indicated that the Village Budget for the project was \$8 million to \$8.3 million, while the three bids came in in the \$9.7 to \$10.5 million range. Administrator Bowens indicated that it appears the cost increase is related to the availability and price of precast concrete, and the Village Staff, Attorney, and Parking Consultants are currently reviewing options to present to the Mayor and Village Board at their next meeting on January 26, 2016. In general, those options include awarding the contract to the low bidder McShane Construction (which Staff does not recommend due to the high cost of the project and inability for the Village to fund the additional costs), redesign the project to reduce the amount of precast concrete and obtain new prices with the three bidders, or redesign the project and rebid. Administrator Bowens indicated that the Village Attorney has indicated he believes the redesign and rebidding the project is the best option from a legal standpoint. Village Staff indicated that by redesigning and rebidding the project, it would impact the project schedule and move the

project into November and December 2016. Mickey Finn's owner Brian Grano was present and indicated that he would like to see the Village move forward with the project even if it is under construction during the months of November and December, because customers will already know where to park and how to get to his business. Mr. Grano expressed more of a concern with the project impacting his business during the slow months of January and February. Administrator Bowens indicated that Walker Parking Consultants would not charge the Village for the redesign of the project and that it would only affect the interior circulation of the garage and would not require Plan Commission or ARC approval. Following a brief discussion, the members of the Parking Commission recommended that the Mayor and Village Board reject the bids, authorize the redesign and rebidding of the project as soon as possible.

Community Development Director John Spoden and Economic Development Coordinator Heather Rowe reviewed with the Committee a draft Downtown Parking Contingency Plan, to educate and communicate the public about where parking will be available during the construction project. Staff is also working on finalizing an agreement with the First Presbyterian Church for their property and parking lot on Maple Street, and is communicating with St. Lawrence Church and the Montessori School on details associated with parking drop off areas. Economic Development Coordinator Rowe also indicated that she is obtaining prices on utilization of shuttle buses during the construction project. Commissioner Seiler suggested that the language in the plan flyer be reduced, so that it is made simple and easier to remember. Mr. Grano also suggested the Staff look at advertising with Metra on train platforms, as an inexpensive way of further educating the public as to the parking availability in downtown Libertyville.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kevin J. Bowens".

Kevin J. Bowens
Village Administrator