

Village of Libertyville

Parking Commission

February 16, 2016

Minutes

The Libertyville Parking Commission met at 10:05 a.m. on Tuesday, February 16, 2016 at the Libertyville Village Hall. Those in attendance included Commission members M.J. Seiler, Wendy Veith, Pam Hume, Todd Gaines, and Bill Westerman. Also in attendance were Village Administrator Kevin J. Bowens, Police Chief Clint Herdegen, Community Development Director John Spoden, Economic Development Coordinator Heather Rowe, Public Works Director Paul Kendzior, and Village Trustee Scott Adams.

Commission member Veith moved and Commission member Gaines seconded to approve the Minutes of the January 19, 2016 Parking Commission meeting. Motion approved.

Police Chief Herdegen reviewed the Downtown District Parking Violation Activity Report for January 2016.

Administrator Bowens reviewed a Village letter in response to a request by the owners of the Proctor building to obtain Village comments on their interest in developing a two-story building on the east side of Milwaukee Avenue, directly off of School Street. The letter indicates that they cannot build the building due to the lack of parking.

Administrator Bowens indicated that the Village is releasing bids today on a redesign of the Church Street parking garage, and the bids are due March 11, 2016, and will be presented to the Village Board at their meeting on March 22, 2016. The Village Staff and Commissioners discussed the communications plan during construction of the parking garage, as well as quotations for providing shuttle bus service. Commissioner Westerman asked if the Staff could check with Pace to determine whether or not they can expand their existing service, rather than providing separate shuttle service. Commission members also indicated that they believe the Civic Center, MainStreet Libertyville, and Mickey Finn's may be willing to share in the cost of providing a shuttle service on weekends during construction of the parking garage. Commissioner Seiler questioned whether or not the Village had designed the archway/entryway to the parking structure off of Church Street, and the Village Staff indicated that the archway is still planned but has not yet been design.

Commissioner Seiler questioned what additional items the Parking Commission can work on during the coming year. Village Administrator Bowens indicated that the Village Staff and

Finance Committee have been discussing alternate revenue sources in order to provide funding for maintaining the downtown parking structures and parking lots, as well as maintaining streetscape improvements. Administrator Bowens indicated that he will keep the Parking Commission informed of these discussions. Commissioner Seiler requested an update on the fees and revenues generated by downtown parking permits. Commission members and Village Staff discussed the upcoming layout for the MainStreet Libertyville Farmers Market.

The meeting was adjourned at 10:35 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kevin J. Bowens".

Kevin J. Bowens
Village Administrator