

Village of Libertyville

Parking Commission
March 15, 2016

Minutes

The Libertyville Parking Commission met at 10:00 a.m. on Tuesday, March 15, 2016 at the Libertyville Village Hall. Those in attendance included Commission members Bob Bleck, M. J. Seiler, and Pam Hume. Also in attendance were Village Administrator Kevin J. Bowens, Community Development Director John Spoden, Public Works Director Paul Kendzior, Economic Development Coordinator Heather Rowe, and Police Support Services Manager Mike O'Connor.

Commission member Seiler moved and Commission member Bleck seconded to approve the minutes of the February 16, 2016 meeting.

Mike O'Connor reviewed the downtown District Parking Violation Activity Report for February, 2016. Mike noted that one of the full-time Police CSO's recently resigned, and the Department is in the process of advertising and replacing the position. Administrator Bowens noted that the CSO's have indicated that periodically the designated employee parking on the lower level and ramp of the parking garage are full, and employees are parking in the four hour customer parking spaces. Administrator Bowens recommended that the Police Department provide those employees with a flyer on overflow parking available at the Newberry lot, and that the Village Staff also add additional signage regarding overflow employee parking. The Commission agreed and recommended that the Police Department attempt to educate employees for a couple of weeks, prior to writing parking tickets.

Administrator Bowens reported that the Village received four bids on March 11, 2016 for the Church Street parking garage. The bids range from a low of \$8,400,000 to a high of 8,876,000, however the low bid submitted by Accel Pacific Joint-Venture did not meet the Village bid requirements for garage construction experience. Therefore, the Village Staff will recommend to the Mayor and Village Board to award a contract to the correct responsive bidder. Village Staff noted that all of the bidders indicated it would be difficult to obtain precast concrete panels until the fall of 2016, therefore construction on the parking garage may not start until May or June, with a completion of January 2017. Administrator Bowens indicated that the Staff would recommend the Village utilize TIF funds as well as money that has accumulated in the "Pay in Lieu of Parking" Fund. Once the contract is awarded by the Mayor and Village Board, the Staff will work to finalize the communications plan, alternate parking locations, and contractor staging.

The meeting was adjourned at 10:20 a.m.

Respectfully submitted,



Kevin J. Bowens
Village Administrator