

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
August 24, 2021

President Johnson called to order a meeting of the Board of Trustees at 8:00 p.m. Those present were: President Donna Johnson, Trustees Scott Adams, Peter Garrity, Matthew Hickey, Matthew Krummick, Dan Love, and James Connell.

President Johnson made a statement about mask requirements and guidance that the board, staff and public were following due to COVID-19 protocols.

President Johnson recognized Fire Lieutenant, John Gaffke on his 25 years of service to the Village of Libertyville. President Johnson also thanked Rashied Davies for his service on the Human Relations Commission.

President Johnson honored a number of Police and Fire officials and Libertyville Days volunteers for their heroic efforts on the evening of August 14, 2021. President Johnson made several comments thanking the volunteers and Village staff for their quick action and professional service, likely saving an attendee's life.

Trustee Connell offered gratitude and praise to the volunteers, police and fire staff who assisted the attendee.

ITEMS NOT ON THE AGENDA

President Johnson asked if there were any public comments for items not on the agenda, and there were none.

OMNIBUS VOTE AGENDA

President Johnson introduced the Omnibus Vote Agenda and asked if there were any items to be removed for a separate discussion. No items were requested to be removed.

Omnibus Vote Agenda

- A. Summary of Omnibus Vote Agenda Items
- B. Approval of Minutes of the July 27, 2021 Village Board Meeting
- C. Bills for Approval
- D. **RESOLUTION NO. 21-R-119:** A Resolution for Use of Village Property – Red Rose Children's Choir and Lake County Boys' Choir

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E. **RESOLUTION NO. 21-R-120:** A Resolution to Approve a Special Event – Reclaimed Artisans Fall Outdoor Market

F. **RESOLUTION NO. 21-R-121:** A Resolution Ratifying a Grant Agreement with the United States Department of the Treasury for Coronavirus Local Fiscal Recovery Funding

G. **RESOLUTION NO. 21-R-122:** A Resolution Approving a Fireworks Permit Application for Libertyville High School

H. **RESOLUTION NO. 21-R-123:** A Resolution Approving an Agreement with Flock Safety for a License Plate Reader System

I. **RESOLUTION NO. 21-R-124:** A Resolution Approving a Grievance Settlement Agreement

J. **RESOLUTION NO. 21-R-125:** A Resolution Appointing Members to Village Commissions

K. ARC Report

Trustee Adams moved to adopt the items listed on the Omnibus Vote Agenda in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code, and Trustee Garrity seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

4 – RESOLUTION NO. 21-R-126: A Resolution to Award a Contract for the 2021 Downtown Parking Lots Resurfacing Project to Chicagoland Paving Contractors, Inc.

President Johnson noted the Village’s Capital Improvement Plan (CIP) contains resurfacing projects for the east side parking lot located directly behind Morgan’s Restaurant and the two parking lots behind the Village Hall for Fiscal Year 2022. Staff has also identified the need to resurface the parking lot on the north side of School Street, which is located directly across the street from the east side lot. All parking lots are located within the Tax Increment Financing (TIF) District. The east side parking lot will be reconfigured to provide for more appropriate traffic flow and a shared central dumpster enclosure, while the other three lots will be milled and resurfaced based on their existing layouts.

Engineering design plans and construction documents were prepared by the Village’s consultant Doland Engineering, LLC and competitive contractor bids were solicited for the project. Five (5) competitive contractor bids were received and opened on August 12, 2021 for the project. The bids received for the work were as follows:

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Contractor	Bid Amount
Chicagoland Paving Contractors	\$295,000.00
Schroeder Asphalt Services	\$328,828.40
J.A. Johnson Paving	\$336,336.00
Troch McNeil Paving	\$392,036.47
Peter Baker & Son	\$396,550.50

The Engineer's Estimate was \$431,294.00. The qualified low bid contractor is Chicagoland Paving Contractors, Inc. in the amount of \$ 295,000.00.

\$515,000 is available in the Fiscal Year 2021/22 Annual Budget in the TIF Fund (Account #09-0000-0-776). It is anticipated that construction will commence after Labor Day in an effort to minimize overlap between the construction and the numerous festivities within Cook Park and the downtown. Doland Engineering, LLC. has worked with Chicagoland Paving Contractor's, Inc. on numerous similar previous projects and they have performed successfully on each one.

Staff recommends adoption of the Resolution to Award the contract for the 2021 Downtown Parking Lots Resurfacing Project to Chicagoland Paving Contractors, Inc. in the amount of \$295,000.00 and authorize execution of the contract by the Village Administrator.

President Johnson asked if there were any public comments, and there were none. Trustee Garrity offered support for the item. Trustee Krummick asked staff questions and offered support of the item.

Trustee Connell moved to approve item 4, and Trustee Love seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

5 – RESOLUTION NO. 21-R-127: A Resolution to Approve a Professional Services Agreement with Doland Engineering, LLC for Construction Management Services for the 2021 Downtown Parking Lots Resurfacing Project

President Johnson noted the 2021 Downtown Parking Lots Resurfacing Project includes the rehabilitation of four (4) separate lots located within the downtown area. Construction is anticipated to start in early September and be completed this year. The Village will require the services of a consultant to serve as Resident Engineer for this project and oversee the contractor's daily construction activities. Staff has received the attached proposal from the firm Doland Engineering, LLC, who performed the design engineering services for the project, in the amount

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of \$26,755.00. This price is 9% of the construction cost for the project of \$295,000.00. Typical construction management pricing ranges between 10-12% of the construction costs. The proposal will be included as an exhibit to the Village's standard professional services agreement. There is currently about \$220,000 available in the Fiscal Year 2021/22 Annual Budget in the Tax Increment Financing (TIF) Fund (Account #09-0000-0-776) for the proposed construction management services.

The proposed agreement with Doland Engineering, LLC is in compliance with the provisions of the Local Government Professional Services Selection Act as the Village has a satisfactory relationship for services established with Doland Engineering, LLC based upon their related work on previous parking lot resurfacing projects.

Staff recommends approval of the Resolution to approve a professional services agreement for the 2021 Downtown Parking Lots Resurfacing Project with the firm of Doland Engineering, LLC in the not-to-exceed amount of \$26,755.00 for construction management services and authorize execution of the agreement by the Village Administrator.

President Johnson asked if there were any public comments, and there were none. Trustees Adams and Garrity offered comments in support of the item.

Trustee Connell moved to approve item 5, and Trustee Adams seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

6 – RESOLUTION NO. 21-R-128: A Resolution to Approve a Letter of Credit Reduction and to Accept Certain Public Improvements for the North Pointe Estates Subdivision

President Johnson noted that K. Hovnanian Homes (“KHov”) has completed construction of the North Pointe Estates subdivision in accordance with the Agreement Relating to the Development of the North Pointe Estates (“Agreement”) which was recorded with the Lake County Recorder of Deeds on May 24, 2018 as Document No. 7485891. KHov has submitted a written request for a Letter of Credit reduction in the amount of \$163,515.98 (from \$226,182.44 to \$62,666.46) and for Village acceptance of certain public improvements that were installed as part of the subdivision. These improvements are identified in the Agreement as Public Improvements to be Dedicated to the Village, which include the roadway, sidewalk, streetlights, parkway trees and certain segments of the storm sewer system.

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Staff has reviewed as-built drawings and have also performed field inspections on the items being requested for acceptance. All installations were found to have been constructed in substantial conformance with the approved subdivision plans and Village requirements.

KHov has previously requested a Letter of Credit reduction and Village acceptance of the public water main and public sanitary sewer main, which was approved. Upon Village approval of this request, a two-year guaranty period for the remaining improvements will commence in accordance with the Agreement. The remaining Letter of Credit amount accounts for the guaranty security required by the Agreement at this time. Should any defect or deficiency in the subject improvements be identified during this two-year period, KHov would be required to perform the necessary remediation.

Staff recommends adoption of the Resolution to approve a Letter of Credit reduction and to accept certain public improvements for the North Pointe Estates subdivision.

President Johnson asked if there were any public comments, and there were none. There were no comments from the Board.

Trustee Garrity moved to approve item 6, and Trustee Love seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

7 – RESOLUTION NO. 21-R-129: A Resolution to Extend the Village of Libertyville’s Participation in the Lake County 911 Consolidation Plan

President Johnson noted on September 6, 2018, the Village of Libertyville was one of 21 governmental agencies that entered an IGA to study Regional 911 Consolidation. In 2020, this agreement expired and was extended an additional year. A second extension is now requested as consolidation efforts continue.

Much progress has been made towards consolidation of 911 services in Lake County since the original IGA was approved in 2018. Recently, a new CAD and Mobile system, Records Management (RMS) and Jail Management (JMS) vendor was selected and approved. The Lake County Sheriff’s Office purchased the RMS and JMS platforms and the Lake County ETSB purchased the CAD and Mobile platforms. A new IGA is being developed for entities that wish to participate in phase 2 of the project. Once the Phase 2 IGA is completed and approved, the Phase

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1 IGA will no longer be valid. Staff recommends continuation in the consolidation process through the extension of the current IGA with the goal of moving towards Phase 2 of the implementation plan. Staff recommends approval of the resolution and authorizing execution of the IGA by the Mayor.

President Johnson asked if there were any public comments, and there were none. Trustee Garrity offered support of the item. Trustee Krummick asked staff questions and offered support of the item.

Trustee Adams moved to approve item 7, and Trustee Garrity seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

8 – RESOLUTION NO. 21-R-130: A Resolution to Pledge Funds for an Open Space Lands Acquisition and Development Grant Application

President Johnsonm noted that the Open Space Lands Acquisition and Development (“OSLAD”) is a grant that is offered annually through the Illinois Department of Natural Resources. The grant program provides up to 50% funding assistance to eligible, local units of government to acquire and/or develop public outdoor recreation areas. The maximum project award for a development project is \$400,000.

The Village approved an overall Parks Master Plan in October of 2018. The goal of the project was to develop a roadmap that would guide planning for the Village’s park development decisions over the next fifteen years. The plan also called for a Master Plan to be developed specifically for Nicholas-Dowden Park. Staff began the master plan process in June of this year. The plan is an integral component of the OSLAD grant application. The master plan has been developed for the north side and funds are being requested through the grant to implement Phase I, Phase II improvements have also been identified should future funding become available. The master plan includes two concepts. A concept that can be utilized should grant funding be awarded and an alternative, scaled back option if grant funding is not received. The grant concept includes installation of a destination playground, a new basketball court, two pickle ball courts, a linear skate park, a vegetative/native garden swale and walking loop.

Nicholas-Dowden Park is slated for improvements in FY 22/23. Staff is recommending submission of an OSLAD grant application for Nicholas-Dowden Park to offset the cost of improvements. The grant concept estimated project budget is \$1,183,500. If grant funds are received the Village would be required to provide a match of at least \$400,000. However, the Village has earmarked \$815,150

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in the Capital Plan for park improvements at the site. Staff is recommending that should grant funds be awarded the master plan grant concept be implemented by utilizing the \$400,000 in grant funds and the earmarked Village capital funds \$815,150 to complete the project.

Two community feedback meetings along with an online survey regarding the master plan were conducted. Staff has also reviewed the concepts with the Parks and Recreation Committee and Parks and Recreation Advisory Commission.

The OSLAD grant application requires that a Resolution of Authorization be submitted as part of the application. The purpose of the Resolution is to certify that the applicant has sufficient funds to complete the project within the timeframe for project execution and that failure to adhere to complete the project and adhere to the grant requirements will result in grant termination along with ineligibility for the next two consecutive grant cycles. Staff recommends approval of the attached Resolution

President Johnson asked if there were any public comments, and there were none. Trustee Garrity offered support of the item. Trustees Hickey and Love thanked staff and offered support of the item. President Johnson also thanked staff for their efforts.

Trustee Connell moved to approve item 8, and Trustee Garrity seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

9 - Recommendation Regarding Proposed Church Street Parking Garage Signage

President Johnson noted that since the opening of the Church Street parking Garage in 2017, the Village has been seeking a cost-effective means of informing the public of the availability of the garage. To address this issue, the Village hired Teska and Associates to complete a study. Teska provided a plan to install two (2) monument signs, one on Brainerd and one on Church, and a redesign of the street pole signage. The attached plans were forwarded to the Historic Preservation Commission and the Parking Commission for their recommendations. The following is a summary of their direction:

Historic Preservation Commission: The Commission concurred with the non-illuminated sign on Brainerd. They recommended that the sign on Church St also not be illuminated and that it mimic the sign on Brainerd and only have one support.

Parking Commission: The Commission also concurred with the proposed sign on Brainerd, but

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strongly recommended that the sign on Church be internally illuminated to advertise the garage in the evening. They also recommended that the sign be supported by two (2) legs to avoid any possible safety conflicts.

Staff recommends that the Village Board direct Staff to prepare construction documents for the two (2) signs as recommended by the Parking Commission.

President Johnson asked if there were any public comments, and there were none. Trustees Adams, Garrity, and Krummick asked questions and offered support of the item. President Johnson offered comments.

Trustee Connell moved to approve item 9, and Trustee Love seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

PETITIONS AND COMMUNICATIONS

President Johnson announced the following:

- Village Hall and all non-emergency Village offices will be closed on Monday, September 6, 2021 for the Labor Day Holiday.
- Parks and Recreation Committee will meet at 6:00 p.m. on Tuesday, September 7, 2021.
- Plan Commission/Zoning Board of Appeals will meet at 7:00 p.m. on Monday, September 13, 2021.
- Village Board Committee of the Whole will meet at 7:00 p.m. on Tuesday, September 14, 2021.
- Village Board will meet at 8:00 p.m. on Tuesday, September 14, 2021.

President Johnson asked the board if they wanted to share any announcements. Trustee Garrity praised those who were recognized earlier in the evening. Trustee Hickey thanked residents who served on the various Village commissions. Trustee Krummick highlighted the importance of people helping others in a crisis. Trustee Love thanked the Village's first responders. Trustee Connell thanked staff, first responders, and others who were recognized earlier in the evening. Clerk Stowe offered praise of the community and thanked Trustee Love for his efforts at Libertyville Days. President Johnson offered comments with pride and support of staff and the community.

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ADJOURNMENT

With no further business to come before Village Board, Trustee Love moved to adjourn the meeting at 9:13 p.m., and Trustee Krummick seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

Respectfully submitted,



Luke Stowe
Village Clerk

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