

VILLAGE OF LIBERTYVILLE

PARKING COMMISSION

August 29, 2023

10:00 a.m.
Village Hall
118 W. Cook Avenue

AGENDA

1. Roll Call
2. Approval of Minutes – August 16, 2022
3. Review Downtown Parking Violations/Enforcement
4. Newberry Lot Project Update
5. General Updates
6. Adjournment

Village of Libertyville

Parking Commission
August 16, 2022

Minutes

The Libertyville Parking Commission met virtually at 10:01 a.m. on Tuesday, August 16, 2022. Those in attendance included Commission Members Drew Cullum, MJ Seiler and Jennifer Johnson. Commission member Vieth and Trustee Jim Connell were absent. Also, in attendance were Village Administrator Kelly Amidei, Police Chief Ed Roncone and Economic Development Coordinator Heather Rowe.

Commissioner Seiler moved to approve the minutes of the February 15, 2022 meeting and Commissioner Johnson seconded the motion. The motion carried on a roll call vote as follows:

Police Chief Roncone gave a summary of the downtown district parking violations for July, 2022. Chief Roncone noted that parking in the downtown area has started to pick up. We have two full-time CSO's and need to hire another part-time CSO. Commissioner Cullum asked if we've had any complaints with the parking violations and Chief Roncone stated that we have not.

Commissioner Seiler asked why there were so many violations in the 500 block of Milwaukee Avenue. Chief Roncone will look into it but believes they may be employees parking there. MainStreet Libertyville and the Village will send out reminder letters to the businesses about purchasing employee parking tags.

Administrator Amidei went over the parking enforcements within the Village, specifically the 15-minute parking spaces in front of Village Hall. There is not an ordinance to back up the time restrictions and therefore it is hard to enforce. Administrator Amidei noted that delivery trucks have also been in issue in front of Village Hall. Economic Development Manager Rowe asked if the signs in front of Village Hall could say "no loading" or "no deliveries". Commissioner Seiler made a motion to prepare an ordinance for the signage in front of Village Hall and Commissioner Johnson seconded the motion.

Administrator Amidei also noted that the delivery trucks were coming outside of the timeline for deliveries. We need to have more enforcement in these areas. Police Chief Roncone believes the delivery drivers should receive a warning first before the citation.

Administrator Amidei brought up the issue of bicyclist in the downtown area. Commissioner Johnson does not want to give citations for those who don't comply.

Commissioner Seiler asked if the 15-minute parking spaces on School Street and Church Street need to be removed. Economic Development Manager Rowe stated that the businesses like the 15-minute spaces for their customers.

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Commissioner Seiler noted that the signage on Lake Street is confusing. There should be two 15-minute spaces, 1 30-minute space and two 2-hour spaces. Administrator Amidei and Chief Roncone will look into changing the signs.

Commissioner Seiler asked about the theatre and the orange snow-fencing. Commissioner Seiler would like to have it removed. Economic Development Manager Rowe stated that the owner of the theatre has submitted an application to make it into a parking lot, but no further action has been taken.

Administrator Amidei noted that we are waiting for a date from IDOT for the shave and pave of Milwaukee Avenue. Commissioner Seiler noted that the parking garage on Church Street is being used more which is a good thing.

A motion was made at 11:02 a.m. by Commissioner Johnson to adjourn the meeting. Commissioner Seiler seconded the motion. The motion carried unanimously.

Respectfully submitted,

Kelly Bliefertich
Executive Assistant



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: August 22, 2023

Agenda Item: Consideration of a Resolution to Award the Contract for the 2023 Parking Lot Rehabilitations to Schroeder Asphalt Services, Inc.

Staff Recommendation: Approve Resolution

Staff Contact: Paul Kendzior, P.E., C.F.M., Director of Public Works

Background: The Fiscal Year 2023/24 Annual Budget includes available funds in the Commuter Parking and Hotel/Motel funds for the resurfacing of two separate parking lots throughout the Village:

- 1) Newberry Ave Commuter lot (*\$250,000 in Act.# 14-0000-6-790*);
- 2) Prairie Crossing Station access drive (*\$100,000 in Act.# 14-0000-6-790*); and
- *3) Adler Cultural Center lot (*available balance in Act.# 13-0000-0-790002*).

*It should be noted that the plan to resurface the Adler Cultural Center parking lot was brought forward after adoption of the current Fiscal Year budget and will be part of a budget amendment. Funds are available in the hotel/motel fund.

Staff combined all 3 projects into a single bid package in an effort to maximize quantities and solicit lower overall unit prices. Construction documents were prepared by the Village’s consultant, Doland Engineering, LLC, and competitive contractor bids were solicited for the project. Six contractor bids were received and opened on August 11, 2023. The bids received for the work were as follows:

Contractor	Bid Amount
Schroeder Asphalt Services, Inc.	\$282,325.33
Maneval Construction Company	\$305,363.80
Chicagoland Paving	\$310,000.00
Peter Baker & Son	\$338,387.33
Alamp Concrete Contractors, Inc.	\$347,939.78
Everlast Blacktop	\$442,323.46

The qualified low bid contractor is Schroeder Asphalt Services, Inc. in the amount of \$282,325.33. The combined bid cost to complete the parking lot work at the two commuter lots is \$219,044.78. The bid cost to complete the parking lot work at the Adler Cultural Center lot is \$63,280.55. Additional costs will be incurred for construction management services from Doland Engineering, LLC, which are anticipated to be in the range of \$20,000. Schroeder Asphalt Services, Inc. has successfully performed past paving projects for the Village. It is anticipated that construction will be completed this fall.

Staff recommends adoption of the attached Resolution to award the contract for the 2023 Parking Lots Rehabilitations to Schroeder Asphalt Services, Inc. in the amount of \$282,325.33 and authorize execution of the contract by the Village Administrator.

2023 PARKING LOT REHABILITATION PROGRAM - LIBERTYVILLE, ILLINOIS
LOCATION MAPS (Page 1 of 2)

Newberry Commuter Parking Lot:



Adler Cultural Center Parking Lot:

