# MINUTES OF A COMMITTEE OF THE WHOLE MEETING OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES OSWEGO VILLAGE HALL 100 PARKERS MILL, OSWEGO, ILLINOIS July 16, 2024

#### **CALL TO ORDER**

President Ryan Kauffman called the meeting to order at 6:01 p.m.

### **ROLL CALL**

Board Members Physically Present: President Ryan Kauffman; Trustees Tom Guist, Kit Kuhrt, Karin McCarthy-Lange, Karen Novy, and Jennifer Jones Sinnott.

Board Members Absent: Trustee Andrew Torres

Staff Physically Present: Dan Di Santo, Village Administrator; Jean Bueche, Asst. Village Administrator; Tina Touchette, Village Clerk; Jason Bastin, Police Chief; Jennifer Hughes, Public Works Director; Andrea Lamberg, Finance Director; Rod Zenner, Development Services Director; Joe Renzetti, IT Director; Kevin Leighty, Economic Development Director; Bridget Bittman, Communications Manager; and Dave Silverman, Village Attorney.

#### **PUBLIC FORUM**

Public Forum was opened at 6:01 p.m.

Gerald Sternberg addressed the Board regarding the length of time of the Committee of the Whole meetings; meetings have been running late; getting frustrated because he can't plan his night; start the meeting earlier, if needed.

There was no one else who requested to speak. The public forum was closed at 6:02 p.m.

#### **OLD BUSINESS**

There was no old business.

#### **NEW BUSINESS**

F.1 Discussion of Downtown Parking

Director Zenner addressed the Board regarding the recent parking analysis. Staff conducted an analysis of the existing downtown parking usage and capacity on Friday, June 7th. The 7th was a non-event weekend with good weather. These conditions generate higher than typical parking counts. Counts were conducted every hour from 9:00 a.m. to 7:00 p.m. This is the first survey taken since the new traffic signals were installed in the downtown. Surveys are done every other year.

- The Downtown was split into 11 blocks
- Overall, there are 1333 parking spaces within the 11 blocks study area

Existing Parking Spaces					
Block 1	414	Block 7	82		
Block 2	177	Block 8	74		
Block 3	85	Block 9	116		
Block 4	84	Block 10	105		
Block 5	69	Block 11	57		
Block 6	70				



## **OVERALL PARKING COUNTS**

Time		Private Used	Total Spaces used	Total Spaces Available	Percent Used
9:00 AM	259	81	340	993	26%
10:00 AM	313	77	390	943	29%
11:00 AM	277	119	396	937	30%
12:00 AM	297	136	433	900	32%
1:00 PM	291	119	410	923	29%
2:00 PM	272	117	389	944	29%
3:00 PM	270	117	387	946	29%
4:00 PM	268	112	380	953	29%
5:00 PM	246	104	350	983	26%
6:00 PM	264	104	368	965	28%
7:00 PM	289	69	358	975	27%

- The average percentage of parking spaces occupied was 29%
- At the peak, 32% of the parking was occupied at 12:00 pm
- The minimum parking percentage was at 9:00 am and 5:00 pm at 26%

## **BLOCK BY BLOCK ANALYSIS**

- Block 5 had the highest percentage used at 61% at 6:00 pm while neighboring blocks had a lower % used (Block 4 at 26%, Block 9 at 40%, and Block 2 at 21%)
- On average, Block 5 is the most occupied at 47%
- Block 10 is the least occupied with an average of 13%



## **PUBLIC VS PRIVATE**

- Of the 1,333 parking spaces, 868 (65%) are public and 465 (35%) are private
- Overall occupancy of the public spaces is 32% with a peak of 36% at 10:00 am.
- Overall occupancy of the private spaces is 23% with a peak of 29% at 12:00 pm.
- The highest percentage of public spaces used was Block 5 at 82% at 7:00pm
- The highest percentage of private spaces used was Block 11 at 47% at 1:00pm



## YEAR BY YEAR

- % Occupied by Survey Year
  - 2017 29.7%
  - 2019 29.8%
  - 2021 42.5%
  - 2022 30.4%
  - 2024 29.0%
- Number of Spaces Used
  - 2017 2439
  - 2019 2392
  - 2021 2994
  - 2022 3430
  - 2024 3475



• Percentage is how many spaces used at a time

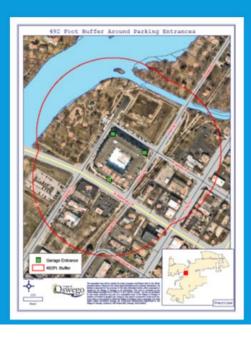
## PARKING DECK USAGE

- Parking Deck % Occupied by Survey Year
- 2021 11.9%
- 2022 30.4%
- 2024 31.8%



- Usage has increased
- Not at its capacity

## DISTANCE TO PARKING



- With additional parking demand in the downtown, patrons may be required to park and walk a greater distance than they are used to when visiting the downtown.
- A typical distance from a parking lot to the middle of a big box store on Route 34 is approx. 500 feet.
- This establishes a starting point of what distances customers are accustomed to walk to a destination store.
- The map attached shows what a similar distance is from the three entrances to the new parking deck which has its highest occupancy of 39% at 7:00pm
- Encourage pedestrian activity
- 500-foot circle
- Distance is typical of what you see in downtown areas

Board and staff discussion focused on percentage occupied went down because we keep adding parking spaces; don't want to hit the 80% occupied mark; whether we can do reverse analysis; percentage occupied by years; apple to apple comparison; traffic signals started in July 2023; parking went up but thought it would go up more; whether we will be doing an analysis next year; will do an analysis next year after the new restaurants open in the downtown; have received a lot of feedback about the 60 new parking spaces off of Van Buren; thank you to the Village Board; President Kauffman has received thanks for the traffic signals. There was no further discussion.

### **CLOSED SESSION**

A motion was made by Trustee Jones Sinnott and seconded by Trustee McCarthy-Lange to enter Closed Session for the purposes of discussing the following:

- Pending and Probable Litigation
- Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel
- Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules
- Sale, Lease, and/or Acquisition of Property

Aye: Tom Guist Kit Kuhrt Karin McCarthy-Lange Karen Novy

Jennifer Jones Sinnott

Nay: None

Absent: Andrew Torres

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

The Board adjourned to Closed Session at 6:13 p.m.

The Board returned to open session at 6:29 p.m. A roll call vote was taken. All Board members were present physically for the roll call.

ADJOURNMENT
The meeting adjourned at 6:30 p.m.

Tina Touchette Village Clerk