

# VILLAGE OF HOMEWOOD



## BOARD AGENDA MEMORANDUM

DATE OF MEETING: November 23, 2021

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**To:** Village President & Board of Trustees

**From:** Jim Marino, Village Manager

**Topic:** ParkMobile Service Agreement

### PURPOSE

The Chicago South Suburban Mass Transit District (District) owns the Metra commuter parking lots on Harwood Avenue and Park Avenue. The state legislature passed legislation that discontinues the District effective January 1, 2022, after which the Village will take ownership of the parking lots. The District uses ParkMobile as their method of payment for commuters. Upon taking ownership of the parking lots, we will need ParkMobile to continue to provide this service. To do so, the Village must enter into a service agreement with ParkMobile.

### PROCESS

ParkMobile is a popular parking payment service provider used by parking lot owners across the country. They provide both on-demand and reservation based services. The Village of East Hazel Crest uses ParkMobile to process payments at their commuter station. They offer anyone seeking a parking space the ability to pay for a space using either ParkMobile's phone app or their website. Because the District already uses ParkMobile, it makes sense to utilize their service in order to provide a seamless payment method for commuters.

ParkMobile provides signs in the parking lots that instruct customers how to pay for a space. ParkMobile will process the payments and remit the fees to us. Customers who do not wish to pay using the ParkMobile app or website can pay with a credit card at a pay station. Staff met with vendors that provide pay stations and will select a vendor to provide this payment method.

We will continue to offer paid daily and monthly commuter parking. We will also use these parking lots to provide free public parking on weeknights, weekends, and during events. For the first time, these lots will be available to customers who shop and eat at our downtown businesses and restaurants.

Parking enforcement will be conducted by the Police Department. Chief McGrath will work with ParkMobile on how to verify customers have paid for parking.

## VILLAGE OF HOMEWOOD



Our fee schedule will need to be updated to reflect the fees that will be charged for the new parking lots. An updated fee schedule will be provided to you at the December 14 meeting for approval.

### OUTCOME

Approval of this service agreement will provide commuters with a seamless parking payment method when we take over the operation of the District's parking lots.

### FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

### LEGAL REVIEW

Completed

### RECOMMENDED BOARD ACTION

Approve the service agreement between the Village of Homewood and ParkMobile to provide parking fee payment processing for commuter parking lots.

### ATTACHMENT(S)

- Service agreement
- Maps of parking lots
- ParkMobile information