



Vehicle Parking District Meeting Minutes

Wednesday October 17, 2018

The Vehicle Parking District committee met in the Norfolk Area Chamber of Commerce board room, 609 W. Norfolk Ave, Norfolk, NE on Wednesday, October 17, at 8:00 a.m.

Roll Call:

Board Members Present: *Jessica Gordon, Connie Geary, Lisa Blackman, James Wapelhorst, Lacey Porn, Brad Love*

Guests Present: *Doug Stebbing, Lyle Lutt, Stephanie Bates, Catherine Stebbing*

Minutes recorded by: *Jarad Dahlkoetter*

Call to Order:

- Welcome** – Geary called the meeting to order at 8:10 am; Notice of the opens meeting act was posted.
- Attendance** – Jarad took roll call of attendees.
- Approval of minutes** – Gordon moved, seconded by Love to approve the minutes from 10.3.18 as printed. Roll call: Ayes: Gordon, Geary, Blackman, Wapelhorst, Porn and Love. Nays: none. Absent: Barnhill, Carney, McNally, Doke, Stappert. Motion carried.

Regular Agenda:

- Discussion on potential changes to the parking policy** see agenda item 2.
- Update on parking tags** Geary introduced Catherine Stebbing who owns property downtown and has leased parking spots for 23 years. Catherine reported to the group that she called four other Chambers of Commerce in cities in Nebraska to find out about their parking and downtown plan. She wanted to report that based on her research our downtown is doing wonderful things and it mostly resembles downtown Omaha. Love thanked Catherine for her research and Geary mentioned that was good information to hear. Catherine went on to request that after 23 years of renting spaces in the district they would really like to have specific spaces reserved for the Mohawk Apartments, so their tenants can have designated parking.
Catherine also suggested the parking plan include one color for residential and one color for everything else. Wapelhorst commented that police officers prefer if the colors are combined and that it would be easier to enforce. Geary mentioned this would make it hard for snow removal. Wapelhorst concurred that this could increase snow removal costs. Catherine reported that her and Doug’s business has paid a considerable amount of money to rent spaces for the last 23 years. Wapelhorst said the board cannot determine what they are going to do based on past histories and they wouldn’t be comfortable making decision based on longevity.
Geary suggest maybe a higher rate for designated parking could resolve this request. If businesses were to purchase these special spots at a higher rate, they would have 24-hour access to them.
Wapelhorst said if the group decides to do that they would be responsible for giving this opportunity to every building owner downtown. Gordon also mentioned she didn’t like the idea of having signage for designated parking because current signage needs constant maintenance. Catherine suggested the building owners could cover the expense of the signage and maintenance. Porn said the group must develop a plan that is scalable to all the businesses and tenants downtown. Doug responded there are over 20 empty spots in this lot.
Wapelhorst said the biggest issue is if people don’t have a place to park and that is not an issue in this case. He suggested the group shouldn’t establish precedence at this stage in the parking plan.
Catherine asked the group would consider going to a two-color system.
The group would like to continue this discussion of parking tags during the next meeting.
- Discussion on snow removal plan** Gordon reported she conversed with all three companies that produced bids. These companies included All Seasons, Guaranteed, & Frontier. After reviewing their bids, Porn asked how their prices compare

Norfolk Vehicle Parking District

The Vehicle Offstreet Parking District #1 is a special taxing district, encompassing the downtown Norfolk area, created for the purpose of providing and maintaining off-street parking lots for employees and customers of the downtown businesses. The Vehicle Offstreet Parking District #1 is also involved with downtown promotions and beautification.

VPD Board (9 members):

- Connie Geary
- Chad Barnhill 8/2018
- Pat Carney 8/2019
- Brad Love 8/2020
- Lacey Porn 8/2020
- Jessica Gordon 8/2020
- James Wapelhorst 8/2019
- Steve McNally 8/2018
- Brandon Doke 8/2018
- Lisa Blackman (Alt.) 8/2018
- John Stappert (Alt.) 8/2021



Vehicle Parking District Meeting Minutes

with previous prices charged from the City. Gordon and Lutt concluded it is hard to compare because every snow fall is different. Blackman asked how the city feels about us reaching out to different companies. Lutt reported that this was a recommendation of the city to find a private company and they are in favor of this change. Gordon asked if the private companies could still dump their snow in Winter Park. Lutt responded they would not be able to dump snow there because they are a private contractor. Wapelhorst said the snow is coming from City property, so he feels the city should consider letting these companies dump in Winter Park as well. Lutt suggested the contracted company could pile the snow and Porter could come haul it to Winter Park, because they are an approved company to use that area. Wapelhorst asked the group what reasonable things they should consider when comparing the bids. Geary said it is important to go with a company that does a good job of recording how long they spend in each lot. This will allow the group to have this information for future years. Wapelhorst and Gordon said All Season's having a Geo Fencing technology that maps the moment they enter a parking lot to the moment they leave. The group consensus was to utilize this company and their technology for this first year, so they could keep these records for future years. The group also expressed gratitude for all three companies and their proposals.

Love moved, seconded by Porn to accept All Season's proposal for 1 year. Roll call: Ayes: Gordon, Geary, Blackman, Wapelhorst, Porn and Love. Nays: none. Absent: Barnhill, Carney, McNally, Doke, Stappert. Motion carried.

- 4. Consideration of purchase of new microphone for downtown speaker system** Barnhill messaged the group during the meeting and asked permission to go look at the current microphone and make adjustments as needed.

Porn moved, seconded by Wapelhorst to allow Barnhill to assess the current microphone and equipment and make adjustments as needed. Roll call: Ayes: Gordon, Geary, Blackman, Wapelhorst, Porn and Love. Nays: none. Absent: Barnhill, Carney, McNally, Doke, Stappert. Motion carried.

- 5. Consideration of filling spot on VPD loan advisory board** Geary said this board is not active but they need to fill a spot on the board and it needs to be a banker. Gordon, who is already one the board, recommended someone from Great Western Bank, US Bank, or Wells Fargo bank.
- 6. Consideration of Nebraska Traveler Ad** No motion brought forward to approve this. The VPD Board expressed thanks to the Nebraska Life Magazine for considering them.
- 7. Update on 300 Block alley** Lutt said the future of this alley is contingent on the new River Point Square on 3rd and Norfolk Ave. Lutt recommended the group wait to make any plans for repair of the alley to see what the new square will look like. Lutt also mentioned the ball is rolling on this project and there is a final meeting coming up to present the plans to the public and get their input. Geary mentioned this project will be constructed in 2019.
- 8. Update on tree trimming from Olson's.** Moved to future agenda
- 9. Update on beautification on 2nd street** Geary reported this project is complete and they decided not to mulch at this time. Love added it looks very nice.
- 10. Continued Discussion on artwork downtown** Moved to future agenda

Invoices:

Committee Reports:

1. Marketing (Barnhill, Love, Wapelhorst)
 - a. Discussion on updating the RiverPoint logo
2. Loans & Recruitments (McNally)
 - a. Discussion on meeting dates and time with HyVee East
 - b. Discussion on strategic plan: Mission and Vision Statements, future property adjustments, and boundary expansions.
3. Beautification (Geary, Porn, Wapelhorst)
 - a. Update on original street scape plans and estimated timeline for side street improvements



Vehicle Parking District Meeting Minutes

- b. August agenda item: expanding tree planting beyond recent 4th street additions.
 - c. Continued discussion of purchasing artwork for 4th street from Love Signs INC for the estimated amount of \$1850 for frames and \$850 for Vinyls.
4. Parking & Traffic (McNally, Carney)
- a. Continued discussion on parking policy and enforcement

Consideration for next regular meeting: November 7 @ 8:00 a.m.

Minutes respectfully submitted by Jarad Dahlkoetter, Norfolk Area Chamber of Commerce