



Vehicle Parking District Meeting Minutes

Wednesday July 11, 2018

The Vehicle Parking District committee met in the Norfolk Area Chamber of Commerce board room, 609 W. Norfolk Ave, Norfolk, NE on Wednesday, July 11, at 8:00 a.m.

Roll Call:

Board Members Present: *John Stappert, Lacey Porn, Lisa Blackman, Brad Love, Jessica Gordon, James Wapelhorst*
Guests Present: *Sheila Rios, Amy Renter, Denice Wilkinson*
Minutes recorded by: *Jarad Dahlkoetter*

Call to Order:

- Welcome** – Geary called the meeting to order at 8:19 am; Notice of the opens meeting act was posted.
- Attendance** – Jarad took roll call of attendees.
- Approval of minutes** – Stappert motioned to approve minutes from June 20, Love seconded, roll call: all yays, no nays, motion carried.

Regular Agenda

- Update on Johnson Park River Trail request to the LENRD for River Improvements near the downtown district** Wilkinson said River front representatives have requested 1 million dollars with the LENRD and would like the VPD's support at the upcoming LENRD board meeting. The group is in favor of this project and will send a representative to the meeting.
- Consideration of Resolution 2018-1 requesting a property tax levy allocation of \$100,436 from the Norfolk City Council, a 10.5% increase from the prior year (see attached resolution and budget reflecting this request.) Update on Façade and Signage improvement grants awarded** Stappert motioned for consideration of resolution 2018-1, Porn seconded. Roll call: all yays, no nays motion carried.
- Consideration or purchasing benches for 4th street on trees, plantings, and cutouts on 4th street.** Connie said the benches would cost around \$1800.00. The board would like to continue this discussion at the next meeting.
- Update on public artwork options for 4th street** Connie said the artwork would cost \$1850 for the frames and \$1850 for the Vinyl's that go in the frames. Blackman asked if the board should ask any local businesses to help purchase the art. Love suggested we table the discussion until the full board is present.
- Consideration of legal description from JEO** Geary said the board previously approved the annexation request of the property on the north side of Braasch Ave. This agenda item is to approve the legal description of the property from JEO with the exclusion of Black Hills Energy's property. Porn motioned to approve the annexation of the property as shown by the legal description provided by JEO. Love seconded. Roll call: all yays, no nays, motion carried.
- Consideration of Warrick Tire request for tree trimming at 716 W. Norfolk Ave.** Geary said there was a request from Warrick Tire for a tree to be trimmed away from their roof. The board discussed that Fischer tree service will be in the area spraying for bagworms, so they would like a estimate of what trees need trimming and prices. Porn motioned to get an estimate, Love seconded, roll call: all yays, no nays, motion carried.
- Update of River Point Fork Fest on July 20, 2018.** Porn gave a general update of the event and reminded business owners to submit specials and events to her for updating the website. The event will consist of live music, food trucks, downtown sidewalk sales, a car show, a kayak event, and a .5k run/walk.

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

Invoices:

Invoice #2014-1584 from Fischer Tree Central Inc for Bagworm treatment - \$1,400.00

Geary said this is an estimate for the board to approve work on spraying for bagworms. Gordon motions to approve this estimate and for Fischer to also pretreat the trees in the downtown district during the spring. Love seconds. Roll call: all yays, no nays, motion carried

Invoice June 09, 2018 from Lacey J. Porn for Bi-Annual Website Management - \$840.00

Gordon motions to approve invoice from Porn, Love seconds. Porn abstained from voting. Roll call: all yays, no nays, motion carried.

Invoice #16737 from Norfolk Area Chamber of Commerce for Quarterly Mgmt Fee - \$945.00

Invoice previously approved at June 6 meeting.

Committee Reports

1. Marketing (Barnhill, Love, Wapelhorst)
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
 - b. August agenda item: expanding tree planting beyond recent 4th street additions.
 - c. Next meeting agenda item: voting on Artwork and bench purchases
4. Parking & Traffic (McNally, Carney)
 - a. Continued discussion on parking policy and enforcement

Meeting Adjournment: Love motioned to adjourn at 9:00am

Next Meeting:

Wednesday, July 18, 2018; Norfolk Area Chamber of Commerce Board Room.

Minutes respectfully submitted by Jenni Canham, Norfolk Area Chamber of Commerce