



Vehicle Parking District Meeting Minutes

Wednesday, January 16, 2019

The Vehicle Parking District committee met in the Norfolk Area Chamber of Commerce board room, 609 W. Norfolk Ave, Norfolk, NE on Wednesday, January 16, 2019 at 8:00 a.m.

Roll Call:

Board Members Present: Lisa Blackman, Connie Geary, Jessica Gordon, Brad Love, Chad Barnhill, James Wapelhorst, John Stappert

Guests Present: Stephanie Bates

Minutes recorded by: Jarad Dahlkoetter

Call to Order:

1. **Welcome** – Geary called the meeting to order at 8:10 am
2. **Attendance** – Dahlkoetter took roll call of attendees.
3. **Approval of minutes** – Gordon motioned seconded by Love to approve the minutes from January 16. Roll call: Yays: Blackman, Geary, Gordon, Love, Barnhill, Wapelhorst, and Stappert. No nays, motion carried.

Gordon motioned seconded by Blackman to approve the minutes from January 2. Roll call: Yays: Blackman, Geary, Gordon, Love, Barnhill, Wapelhorst, and Stappert. No nays, motion carried.

Regular Agenda

1. **Discussion on signage and the new parking policy** Connie said we had talked about having designated spots in the lots but having posts everywhere doesn't work well during snow removal. She said we had talked about running cables or chains up high so people can see it. She said we also wanted to eliminate signs that confuse people. Jessica said she likes the cable idea with the plaques because it is minimal. 'Reserved' is better than "restricted" Brad said the only thing bad about a cable is that it is a safety hazard. Blackman said we should almost do a sign per spot. She also said it needs to be black and white and easy to understand. Blackman also said for example there are two stalls next to Mongolian grill where there are two blue stalls with no signs, and you can't tell what the spot are supposed to be. Barnhill asked what happened to our painting. He said when he goes places it is usually signs and paint. Stappert said he likes the cable and sign idea. Connie asked what if we make the signs extra high. Barnhill asked what if it more like Wayne where it says "reserved parking from this time to this time;" right now we have this labeled but it is hard to understand. Connie said she likes "reserved 8-5" and for residents they can park wherever they want in each lot. Brad asked what the biggest issues in downtown are. Jessica said magnolias is customer parking, Real Estate Solutions and McMill CPA is employee. Brad said we should take those lots and make these changes to test it out. Jessica said focus on the employee and customer spots marked. Stappert said even heavy-duty posts look bad after a while. Connie said it will be expensive to put a post in every spot. Brad said there are a lot of posts we never put signs on that are still down there. Connie said we should get a cost and they should be raised. Brad asked if we would do a lot at a time. Connie said we should know a cost for all if we try it. And also, the cost of the cable and plaque. Connie said it wouldn't be the same size sign on the cable. They would be a lot smaller. Wapelhorst said the city code must be on the signs if the city is going to enforce this. He said we should talk to the new city attorney. Stappert said just bid the problem lot and give us a cost. James said do both lots where the board knows there are parking issues. Brad said he can go and look at the two lots and do a bid on each one. Time is the biggest cost with labor to drill the holes and anchor a post. James and Brad will work on this for next meeting. Bid should include removing old signs. Barnhill said they have noticed some signs that aren't correct that need to be fixed by the loft. Connie said that could be addressed by putting some stickers over the top of them. Jessica said we could probably have Steve print something similar to a license plate tag.
2. **Consideration of renewing terms for Doke, McNally, & Barnhill on VPD board of directors** Moved to next agenda
3. **Consideration of VPD board attendance Policy** Moved to next agenda

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



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4. **Report on meeting with City regarding downtown parking** Connie Geary reported on her meeting with city officials. She said they discussed the grass roots efforts downtown by multiple businesses. She said they also talked about the future and how the VPD and DNA currently function.
5. **City to request proposals for parking study on side streets downtown** Geary reported that city officials would like to do a parking study downtown before the board creates any additional parking on side streets. They are going to ask for proposals at this time and come back to the board. Stappert mentioned studies are usually expensive and asked what entity would cover this study. Geary said the VPD would fund the comprehensive study most likely.
6. **City to look into and advise on other funding options for downtown growth needs** Geary reported that city officials are looking into more opportunities to fund marketing downtown. They would like to see a stronger effort in marketing and branding. Geary said the city team is looking into other funding options and researching other communities. They would also like to see the representatives from the city council involved in VPD and DNA. Geary said it was a very good discussion.

Invoices:

ASPM for Wheel loader 2yd containment plow on 21-1-18: \$810.00 Gordon motions, seconded by Wapelhorst to approve this invoice. Roll call: Yays: Blackman, Geary, Gordon, Love, Barnhill, Wapelhorst, and Stappert. No nays, motion carried.

ASPM for snow removal 12/27 and 12/28: \$1,495.00 Gordon motions, seconded by Wapelhorst to approve this invoice. Roll call: Yays: Blackman, Geary, Gordon, Love, Barnhill, Wapelhorst, and Stappert. No nays, motion carried.

Downtown Norfolk Association for Christmas Light Reimbursement \$1,435.85 Gordon motions, seconded by Wapelhorst to approve this invoice. Roll call: Yays: Blackman, Geary, Gordon, Love, Barnhill, Wapelhorst, and Stappert. No nays, motion carried.

Committee Reports

1. Marketing (Barnhill, Love, Wapelhorst)
2. Loans & Recruitments (McNally)
3. Beautification (Geary, Porn, Wapelhorst)
4. Parking & Traffic (McNally, Carney)

Consideration for next regular meeting: February 6 @ 8:00 a.m.

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