



Vehicle Parking District Meeting Minutes

Wednesday, September 11, 2019

The Vehicle Parking District committee met in the Norfolk Area Chamber of Commerce board room, 609 W. Norfolk Ave, Norfolk, NE on Wednesday, September 11, 2019 at 8:00 a.m.

Roll Call:

Board Members Present: *Pat Carney, Doug Stebbing, Lacey Porn, John Stappert, Jessica Gordon, Connie Geary*

Guests Present: *Patti Podliska, Courtney Hampton, Stephanie Bates*

Minutes recorded by: *Jarad Dahlkoetter*

Call to Order:

- Welcome** – Geary welcomed guests and called the meeting to order at 8:05 A.M.
- Attendance** – Dahlkoetter took roll call of attendees
- Approval of minutes** – *Stappert motioned, seconded by Gordon to approve the minutes from 8.21.19; Roll call: Yays- Carney, Stebbing, Porn, Stappert, Gordon, Gear. Nays- None. Motion carried.*

Regular Agenda

- Update on ordering downtown banners** Jessica presented 2 quotes. The first one was an updated quote from Northern Lights Display that included 130 banners for a total of \$3,574.70; This quote included 4 separate banners that would be displayed each season. Pat asked why the group is looking into this and if the banners would serve a purpose. Jessica said the discussion started to replace the snowflake banners that are outdated, and they usually do the Johnny Carson ones. Jessica also mentioned there is a \$65 design fee if they wanted to create complete customized banners. The other quote was from Love Signs and came in around \$7,000 but also included the installation of the banners; The banners take 6-8 weeks and the Christmas Festival is in 10 weeks. Jessica said if they wanted to make changes, they need to do it soon. Pat asked if we could get a few people together to work on the designs. Jessica mentioned the Johnny Carson banners are also 7 years old and may be needing updating soon as well. Bates said she likes the fall one. Geary said we should decide if we need them all and what the sequencing is. Lacey said she could simplify some of the banners and design a new one. John asked, for the sense of branding, if we should include the river point logo on each banner. Connie asked if the group wants to get a group together and meet with Jessica. Lacey volunteered to put some designs together for the next meeting.
- Update on RFP Process for 2019-2020 snow removal** Gordon said she sent the quote to ASPM and Guaranteed landscaping; Sue Weaver asked if their quote needs to include their workers coming back after cars have been moved to do clean up. Pat said for right now, that should not be included. Matt Wilky also asked if the ice melt is going to be on call this year or should be at the company's discretion. Jessica told him to write the bid the same way he did last year and include the price of on-call ice melt. The board will vote at the next meeting.
- Consideration of reimbursing A to Z Vac and Sew for trimming their tree in the amount the VPD paid for trimming other trees.** Geary said she would look at the tree trimming bill from Olson's and divide it by the

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 8/2021
- Pat Carney 8/2019
- Brad Love 8/2020
- Lacey Porn 8/2020
- Jessica Gordon 8/2020
- James Wapelhorst 8/2019
- Steve McNally 8/2021
- Lisa Blackman (Alt.) 8/2020
- John Stappert (Alt.) 8/2021



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number of trees in the downtown and figure out the price they would reimburse. She will bring this information to the next meeting.

Invoices:

#21054 Norfolk Area Chamber Monthly Management Fee \$945 (for 3 months)

Carney motioned, seconded by Porn to approve this invoice. Roll call: Yays- Carney, Stebbing, Porn, Stappert, Gordon, Gear. Nays- None. Motion carried.

Committee Reports

1. Marketing (Barnhill, Love, Wapelhorst)
2. Loans & Recruitments (McNally)
3. Beautification (Geary, Porn, Wapelhorst) Geary said she received an email from Lyle and presented the email to the group. The email outline a concern from a vision impaired citizen who had concerns about shops having sidewalk sales, making sidewalks hard to navigate. Patti said she walks downtown often, and she could definitely see this being a problem, even for elderly. Geary said they should ask them to comply with ADA and have consistency. She also said the DNA would be a good place to bring this up. Geary also said it does give a market feel to the downtown with sidewalk sales. She said we should just work with the DNA, so this doesn't become an issue. Pat said we should ask Lyle what the rules are. Pat said the compounding problem is going to be the little lip in the middle of the sidewalks in some areas. Pat said we should ask for some guidance. Gordon also said the group should remind people they are responsible for the snow removal on the sidewalk in front of their storefront. Geary said this is another great conversation to have at the DNA. The next DNA meeting is Oct. 1.
4. Parking & Traffic (McNally, Carney) Doug said he was doing an inventory of parking stalls and there is inconsistency with what the numbers of parking stalls the city has in some lots. Jessica said she just sent an updated list last month. Geary said we should see if the City has updated their records based on these numbers. Jessica asked if we can just use the same maps. Doug said Lot G is also really confusing because some of the parking is private parking. He said this one was the one with the biggest discrepancy and the others were only off by a few spots. Doug also noticed blue striping that didn't have handicap signs and he asked if we should put these up. Geary agreed the group should do this.

Consideration for next regular meeting: September 18, 2019 @ 8:00 am

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