
AGENDA

**Vehicle Parking District
February 17, 2022 – 8:15 a.m.
City Administration Offices – Training Room
309 N. 5th St. – Norfolk NE**

- A. Call Meeting to Order
 - 1. Public notification of the location of the Open Meetings Act
 - 2. Roll call
- B. Recommended Actions
 - 1. Approval of agenda
 - 2. Approval of meeting minutes from January 20, 2022
- C. Old Business
 - 1. New Riverpoint website – updated proposal
- D. New Business
- E. Other Business
 - 1. City project update
 - 2. Next meeting March 17, 2022 at 8:15 a.m. in the Training Room
 - 3. Agenda items for next meeting
- F. Financial Report

VEHICLE PARKING DISTRICT ADVISORY BOARD

Connie Geary called the meeting to order at 8:15 a.m.

Geary informed the public about the location of the current copy of the Open Meetings Act posted in the meeting room and accessible to members of the public.

Roll call found the following Board members present: Connie Geary, Justin Webb, and Stephanie Bates. Absent: John Stappert and Doug Stebbing.

Ex-Officio members present: Amy Renter.

City Staff members present: City Administrator Andy Colvin, Public Works Director/City Engineer Steve Rames and Economic Development Assistant Jen Olson.

Agenda

Bates moved, seconded by Webb to approve the agenda. Roll call: Ayes: Connie Geary, Stephanie Bates, and Justin Webb. Nays: None. Absent: John Stappert and Doug Stebbing.

Minutes

Bates moved, seconded by Webb to approve the minutes as printed. Roll call: Ayes: Connie Geary, Stephanie Bates, and Justin Webb. Nays: None. Absent: John Stappert and Doug Stebbing.

New Riverpoint Website

Lacey Porn, Riverpoint Website Manager, and Kristy Knapp, Hollman Media, presented an overview of what the new website would look like, what the package includes, and timeline. Current website is running on an outdated platform and the Downtown Norfolk Association is experiencing compatibility issues.

New website would have a business database, downtown real estate listings with the ability of being uploaded by someone other than the website manager, downtown events with the ability of being uploaded by someone other than the website manager, and design freedom.

Six month design implementation. Plan includes hosting package for a price of \$6,180. Then a monthly fee for support, updates, reports, and back up.

Board discussed and asked for a more basic package and an updated proposal for the next meeting.

Business Improvement District & Possible Consultant

Colvin discussed the possibilities of a Riverfront Authority District over a Business Improvement District. Senator Mike Flood is introducing a bill that will change where resources are directed from a sanitary

district if said district dissolves. Will reach out to PUMA to see if that looks any different than a BID process.

City Project Updates

Rames updated the Board on the traffic signal study report.

There was no feedback received from the parking structure changes. It was determined that language in the City Code needs to be adjusted before pushing out to the public.

Rames updated the Board on the 1st and Norfolk Avenue bridge and round-a-bout construction timeline.

Financials

Board reviewed invoices paid.

Adjourn

Webb moved, seconded by Bates to adjourn the meeting at 9:45 a.m. Ayes: Connie Geary, Stephanie Bates, and Justin Webb. Nays: None. Absent: John Stappert and Doug Stebbing.

Next meeting will be February 17, 2022 at 8:15 a.m. in the Training Room at the City Administration Building.

The River Point Website Rebuild

**Downtown Norfolk on the
Riverpoint**
Norfolk, NE 68701
United States

Lacey Porn
lacey.porn@gmail.com
4027503906

Reference: 20220112-092135516

Quote created: January 12, 2022

Quote expires: March 13, 2022

Quote created by: Kristy Knapp

Marketing & Design Specialist

kristy@hollmanmedia.com

+1 (308) 236-7483

Comments from Kristy Knapp

Custom design of website.

Business data transfer.

Will include Things to Do (Events, Shopping, Restaurants, Activities, Nighlife, Annual Events)

Explore (Map, Business Directory, Gallery, Nearby Hotels, Transportation, Our Community, Blog)

About (About Downtown, Parking Downtown)

Logo Design

Products & Services

Item & Description	Quantity	Unit Price	Total
HostLite CMS Hosted on Amazon Web Services Shared Server 1/2 Hour Per Quarter of Maintenance Hours Must Be Used within Quarter. Quarterly Traffic Reports Monthly Backups Critical CMS Updates First Come Service Priority	1	\$70.00 / month	\$70.00 / month for 9 months
Custom Site Extended Completely Custom Layout - Design Owned by You. \$150 Stock Photo Credit 62 Hour Time Budget Search Engine Optimization included for 6 months after launch.	1	\$5,680.00	\$4,544.00 after 20% discount

Logo Design	1	\$600.00	\$600.00
Three hours for initial design, three initial concepts. Additional three hours to finalize logo design. Any more than six hours will be charged at \$100/hr.			

Subtotals

Monthly subtotal \$70.00

One-time subtotal \$5,144.00
after \$1,136.00 discount

Total \$5,214.00

Lacey Porn
lacey.porn@gmail.com

Kristy Knapp
kristy@hollmanmedia.com

Questions? Contact me



Kristy Knapp
Marketing & Design Specialist
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Hollman Media
123 North 4th Street
Norfolk, NE 68701
USA



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 123 N 4th St
 Norfolk, NE 68701
 (308) 236-7483

Bill To:
Vehicle Parking District Attn: Connie Geary 309 N 5th St Norfolk, NE 68701

Date:	Invoice
02/03/2022	66567
Account	
Vehicle Parking District	

Terms:	Due Date	PO Number	Reference
Net 20 days	02/23/2022		Monthly Billing for February
This service had been previously billed by Power Pages. Power Pages has now partnered with Hollman Media for the delivery of these services. Please note our new name and mailing address: Hollman Media 123 N 4th St Norfolk, NE 68701			

Managed Services Details	Quantity	Price	Amount
Agreement CMS Pro Hosting			\$74.95
Total Managed Services Details:			\$74.95
Make checks payable to Hollman Media	Invoice Subtotal:		\$74.95
	Sales Tax 7.0%:		\$0.00
	Invoice Total:		\$74.95
	Payments:		\$0.00
	Credits:		\$0.00
	Balance Due:		\$74.95

Thank you for your business!



ONE SOURCE. ONE SOLUTION.

One Office Solution
435 W. Norfolk Ave
Norfolk, NE 68701-5234
P (402) 371-2108

INVOICE

Table with invoice details: INVOICE NUMBER 444515-00, INVOICE DATE 12 / 21 / 21, ORDER DATE 12 / 17 / 21

Table with columns: BILL TO ADDRESS, SHIP TO ADDRESS, CUSTOMER PURCHASE ORDER, SALESPERSON, TERMS, ROUTE, PAYCODE, ORDER TAKER

Table with columns: WS, ITEM NUMBER, ITEM DESCRIPTION, UOM, ORD QTY, SHIP QTY, B/O QTY, SELL PRICE, EXTENDED PRICE

THANK YOU FOR YOUR BUSINESS

Subtotal 57.80
Total 57.80

Date: _____

Signature: _____

Please remit payment to:
One Office Solution
435 W. Norfolk Ave
Norfolk, NE 68701-5234