
VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Agenda

November 10, 2022 – 8:15 a.m.

City Administration Building – 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. Approval of Agenda
- C. Approval of meeting minutes from October 20, 2022 - Attached
- D. Financial Report – None
- E. New Business
 - 1. Snow removal discussion
- F. Old Business
 - 1. Parking and street discussion
- G. Adjourn

Next meeting November 17, 2022 at 8:15 a.m. at the Administration Building, 309 N 5th St.

VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Minutes – October 20, 2022 at 8:15 AM

A. Call Meeting to Order

Justin Webb called the meeting to order at 8:25 a.m.

Webb 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: Justin Webb, Stephanie Bates, John Stappert, and Steven McNally (alternate).

Members Absent: Pat Carney (alternate), Douglas Stebbing, Connie Geary, and Amy Renter (ex-officio).

Guests: Scott Buss, Scott Adams, and Timothy Young (Connection Center). Staff: Chad Reiman, Andrew Colvin, Gary Bretschneider, Nathan Powell, Melissa Figueroa, Anna Allen, Candice Alder, Steve Rames, and Mikah Wheeler.

B. Approval of Agenda

A motion was made by McNally and seconded by Bates to approve the agenda. Roll call: Ayes: Justin Webb, Stephanie Bates, and John Stappert. Nays: None.

C. Approval of Minutes

A motion was made by Bates, seconded by McNally to approve the minutes. Roll call: Ayes: Justin Webb, Stephanie Bates, and John Stappert. Nays: None.

D. Financial Report

Board members reviewed the invoices. Alder has not had an opportunity to procure new trash removal bids, but hopes to have something for the board by the November meeting.

A motion was made by Webb, seconded by Bates to approve the financial report. Roll call: Ayes: Justin Webb, Stephanie Bates, and John Stappert. Nays: None.

E. New Business

a. John Stappert Resignation

i. A motion was made by McNally to accept Stappert's resignation, seconded by Bates. Roll call: Ayes: Justin Webb, Stephanie Bates, John Stappert, and Steven McNally (alternate). Nays: None.

ii. Board members were encouraged to bring nominations for the vacated board seat to the November regular meeting.

b. River point Square homeless discussion.

Stephanie Bates shared that she has been in contact with Scott Buss with the Downtown Norfolk Association and both have been receiving comments from downtown visitors and members of the Farmers Market that individuals have been utilizing Riverpoint Square for sleeping purposes. Bates indicated that there is nothing posted indicating park no camping is allowed. Bates suggested posting

park hours and closing the park after hours to avoid individuals from sleeping in Riverpoint Square. Reiman suggested placing signs with park hours to all police to enforce regulations. Reiman did say that park hours would not affect any special events planned. Powell suggested park hours be set to 6:00 a.m.-11:00 p.m. McNally inquired what the penalty would be and Reiman indicated it is a city ordinance violation and the initial response would be for Police to ask the individual to move along. If individuals choose not to comply, the situation will be treated as an ordinance violation. McNally and Reiman discussed adding other areas (5th and Braasch) to the ordinance along with Riverpoint Square. Young proposed a solution for homeless by working with Ingrid Ganesbom at Region 4 for a respite center. Colvin suggested two members of the VPD meet with the City Council Public Safety Subcommittee to discuss the issue and explore verbiage for the signage to be placed at Riverpoint Square.

A motion was made by McNally, seconded by Webb, to appoint Justin Webb and Stephanie Bates as members to meet with City Council Public Safety Committee on hours and signage. Roll call: Ayes: Justin Webb, Stephanie Bates, and Steven McNally (alternate). Nays: None.

F. Old Business

a. Kensington parking lot

Gary Bretschneider was present to discuss the status of the Kensington. Contract discussion between the attorneys for Ho-Chunk Capital and Norfolk Housing Agency. The parking lot to the North must go with the Kensington building according to Marriot specifications. Bretschneider indicated NHA is looking to lease the lot to Ho-Chunk for \$1 for the next 50 years. Ho-Chunk will then be fully liable for the lot.

A motion was made by McNally, seconded by Bates, to approve the lease per the terms worked out by the city attorney. Roll call: Ayes: Justin Webb, Stephanie Bates, and Steven McNally (alternate). Nays: None.

b. Downtown wayfinding

Steve Rames provided an updated on downtown wayfinding and indicated Merge will be coming back into the community to finish the wayfinding project. Rames is meeting with downtown businesses about placing wayfinding for public parking on the buildings of businesses. Rames indicated there may be a need to add "Free" to signing.

G. Other business

a. PUMA Update

Alder provided an updated on the survey response. . Alder indicated next in person meeting with PUMA will be November 14-16. Alder will share a list of stakeholders to meet via zoom with PUMA with the steering committee and request additional feedback.

b. Festoon lighting

Alder let the board know that there has been a donation for lighting to go in between 4th and 5th street. Alder indicated the need for additional planning for the hanging of the lights, as street lampposts are not tall enough. Using building fronts to hang festoon lighting is an option. Alder indicated she would visit with the city attorney about what the liability agreement would be for hanging lighting from buildings. Alder is hoping to have a RFP for festoon lighting out and back by November meeting.

H. Adjourn.

Webb made a motion to adjourn the meeting, seconded by Bates. The meeting was adjourned at 9:42 a.m.

The next VPD meeting will be Thursday, November 10, 2022 at 8:15 a.m. at the City of Norfolk Administration building at 309 N. 5th Street, Norfolk, NE.