

VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Minutes - July 21, 2022 at 8:15 AM

A. Call Meeting to Order

Connie Geary called the meeting to order at 8:17 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, Stephanie Bates, Doug Stebbing, Pat Carney (alternate), Steven McNally (alternate), Amy Renter (ex-officio)

Members Absent: Justin Webb, John Stappert

Guests: Andrew Colvin, Steven Rames, Sheila Rios, and Candice Alder

B. Approval of Agenda

A motion was made by Bates and seconded by Stebbing to approve the agenda. Roll call: Ayes: Connie Geary, Stephanie Bates, Doug Stebbing, Pat Carney, and Steven McNally. Nays: None. Absent: Justin Webb, John Stappert

C. Approval of Minutes

A motion was made by Stebbing, seconded by Carney to approve the minutes. Roll call: Ayes: Connie Geary, Stephanie Bates, Doug Stebbing, Pat Carney, and Steven McNally. Nays: None. Absent: Justin Webb, John Stappert

D. Financial Report

1. Reviewed Invoices

A motion was made by Stebbing, seconded by Carney to approve all invoices. Roll call: Ayes: Connie Geary, Stephanie Bates, Doug Stebbing, Pat Carney, and Steven McNally. Nays: None. Absent: Justin Webb, John Stappert

E. Old Business

1. Sheila Rios reviewed the proposed 2022-23 budget, originally discussed at the June 16, 2022 meeting. Connie Geary presented the proposed budget during the July 25 Mayor and City Council budget review work session and received approval to move forward.

F. New Business

1. Resolution No. 2022-1

Sheila Rios presented Resolution No. 2022-1 for the VPD to formally request the annual levy rate in accordance with Neb. Rev. Stat. 77-3443. A motion was made by McNally, seconded by Bates to approve Resolution No. 2022-1 and advance to the Norfolk City Council. Roll call: Ayes: Connie Geary, Stephanie Bates, Doug Stebbing, Pat Carney, and Steven McNally. Nays: None. Absent: Justin Webb, John Stappert

2. Downtown Sign

Discussed the possibility of retrofitting the downtown sign at 7th Street and Norfolk Avenue. The Downtown Norfolk Association (DNA) currently manages the sign on behalf of the Vehicle Parking District and receives \$1,500 in monthly payments in exchanges. Amy Renter reported that making adjustments and creating graphics for the sign were cumbersome due to the dated technology. Amy has asked that we evaluate the agreement between the VPD and DNA and explore new options for updating the sign, but also maintaining the revenue for the DNA. Staff will include the agreement on the August agenda.

3. City owned parking lot C-1

Alder reported that the Norfolk Housing Agency is currently conducting due diligence with Ho-Chunk on the Kensington building. Ho-Chunk has indicated that ownership of the lot is important to the success of the project. Andy indicated that the potential valuation of the Kensington after the proposed redevelopment project is complete, has the potential to infuse the equivalent of nearly 1/3 of the current VPD budget as new revenue. Geary asked if Ho-Chunk would allow for the use of the lot by others not in the hotel. Staff shared that they understand the hotel would require the exclusive use of the lot. Geary expressed need to explore opportunities with neighboring retailers and office users. Staff shared that Ho-Chunk has also expressed the need for a pick up and drop off area along 4th Street. Staff will report as the project progresses.

G. Other Business - City Projects Update

1. Alder reported that the PUMA contracted was approved at the July 5, 2022 Norfolk City Council meeting. Staff incorporated \$5,000 limit on project expenditures as requested by VPD board members. PUMA has been invited to participate in the July 21, 2022 VPD meeting and will call in at 9:00 a.m. The PUMA team will also visit Norfolk August 29 – 31. Economic Development staff shared downtown stakeholder list and requested feedback for those that should be added. ED staff will create itinerary for PUMA visit and share with VPD ahead of making arrangements.

2. Rames reported that in mid-October we will see the 1st Street bridge close with the intersection of 1st & Braasch closing in March. Detour signage will go up. Staff would like to see the 1st Street bridge and 1st & Braasch roundabout both re-opened by July 2023. River project is in motion and water is turned off leaving only a small stream of water. Bike paths are also closed in construction areas.

3. New signage is being incorporated into the VPD parking lots. Also exploring the potential to incorporate parking signage on some buildings downtown.

4. Streets – The Public Works division is looking at mill and overlay projects for 2022-23 budget year. Exploring the incorporation of portions of Madison Avenue, 5th Street, additional portions of Norfolk

F. New Business

1. Resolution No. 2022-1

Sheila Rios presented Resolution No. 2022-1 for the VPD to formally request the annual levy rate in accordance with Neb. Rev. Stat. 77-3443. A motion was made by McNally, seconded by Bates to approve Resolution No. 2022-1 and advance to the Norfolk City Council. Roll call: Ayes: Connie Geary, Stephanie Bates, Doug Stebbing, Pat Carney, and Steven McNally. Nays: None. Absent: Justin Webb, John Stappert

2. Downtown Sign

Discussed the possibility of retrofitting the downtown sign at 7th Street and Norfolk Avenue. The Downtown Norfolk Association (DNA) currently manages the sign on behalf of the Vehicle Parking District and receives \$1,500 in monthly payments in exchanges. Amy Renter reported that making adjustments and creating graphics for the sign were cumbersome due to the dated technology. Amy has asked that we evaluate the agreement between the VPD and DNA and explore new options for updating the sign, but also maintaining the revenue for the DNA. Staff will include the agreement on the August agenda.

3. City owned parking lot C-1

Alder reported that the Norfolk Housing Agency is currently conducting due diligence with Ho-Chunk on the Kensington building. Ho-Chunk has indicated that ownership of the lot is important to the success of the project. Andy indicated that the potential valuation of the Kensington after the proposed redevelopment project is complete, has the potential to infuse the equivalent of nearly 1/3 of the current VPD budget as new revenue. Geary asked if Ho-Chunk would allow for the use of the lot by others not in the hotel. Staff shared that they understand the hotel would require the exclusive use of the lot. Geary expressed need to explore opportunities with neighboring retailers and office users. Staff shared that Ho-Chunk has also expressed the need for a pick up and drop off area along 4th Street. Staff will report as the project progresses.

G. Other Business - City Projects Update

1. Alder reported that the PUMA contracted was approved at the July 5, 2022 Norfolk City Council meeting. Staff incorporated \$5,000 limit on project expenditures as requested by VPD board members. PUMA has been invited to participate in the July 21, 2022 VPD meeting and will call in at 9:00 a.m. The PUMA team will also visit Norfolk August 29 – 31. Economic Development staff shared downtown stakeholder list and requested feedback for those that should be added. ED staff will create itinerary for PUMA visit and share with VPD ahead of making arrangements.

2. Rames reported that in mid-October we will see the 1st Street bridge close with the intersection of 1st & Braasch closing in March. Detour signage will go up. Staff would like to see the 1st Street bridge and 1st & Braasch roundabout both re-opened by July 2023. River project is in motion and water is turned off leaving only a small stream of water. Bike paths are also closed in construction areas.

3. New signage is being incorporated into the VPD parking lots. Also exploring the potential to incorporate parking signage on some buildings downtown.

4. Streets – The Public Works division is looking at mill and overlay projects for 2022-23 budget year. Exploring the incorporation of portions of Madison Avenue, 5th Street, additional portions of Norfolk

Avenue and surrounding area to get the area into the same cycle. Parking lot mill and overlay could also possibly be wrapped into project. Rames is also discussing paint striping in the district with Will Elwell.

5. Trees – Members of the Parks and Recreation department did a walk-through of the downtown district with the arborist to evaluate the condition of downtown trees. Parks staff has identified a funding source that would allow for the installation of 17 large trees and 45 understory trees throughout the downtown district. Timeline for replacement is unknown at this time.

6. Water – Alder reported that one of the water bills charged to VPD is the corner of 1st and Braasch, and confirmed that there is a small portion of land that is owned by the City of Norfolk. Corner will be absorbed by the 1st and Braasch roundabout project.

H. Adjourn

Stebbing moved to adjourn the meeting at 9:01 a.m.

Next meeting will be August 16, 2022 at 8:15 a.m. in the Training Room at the City Administration Building.