

VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Minutes – March 16, 2023, at 8:00 AM

A. Call Meeting to Order

Connie Geary called the meeting to order at 8:10 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, and Tracy Kaczor. Members Absent: Doug Stebbing, José Nuño, Pat Carney (alternate), Steve McNally (alternate) and Amy Renter (ex-officio).

Guests: Andy Colvin, Nick Stevenson, Mikah Wheeler, and Scott Adams.

B. Approval of Agenda

A motion was made by Tracy Kaczor and seconded by Stephanie Bates to approve the agenda. Ayes: Connie Geary, Stephanie Bates, and Tracy Kaczor. Nays: None.

C. Approval of Minutes

Stephanie Bates made a motion to approve the minutes, seconded by Tracy Kaczor. Ayes: Connie Geary, Stephanie Bates, and Tracy Kaczor. Nays: None.

D. Financial Report

- a. The Board would like to investigate if the contract for Olsen Snow Removal included the deicing of lots after every event.

E. New Business

- a. Kensington lot buyback resolution.
 - i. The board reviewed the resolution to the Kensington lot buyback agreement. Connie Geary did approve the resolution for council on March 15. Geary indicated that the board does not need to do anything further except ratify that the council approved it at the next meeting.
- b. Festoon lighting infrastructure.
 - i. Connie Geary asked what the festoon lighting conversation was to include. Mikah Wheeler informed the board that Candice Alder had been working on gathering more information about the style of light poles needed for the festoon lighting. Andy Colvin indicated that there had been a meeting with Renfrow. Geary mentioned that she did have the plans from when the lights were put in, but she has not been able to locate them yet. Colvin mentioned that Alder indicated that we are exploring Norfolk Avenue poles with taller poles to accommodate the lighting and there may be a cost savings. Colvin indicated we would repurpose the light poles downtown on the side streets.

F. Old Business

- a. Base level of service agreement.
 - i. Connie Geary asked about where the sidewalk snow removal by City Parks and Recreation takes place. Mikah Wheeler informed the board it is his understanding that the extra service would be if the city would have to remove the snow from the sidewalks in front of businesses.
 - ii. Geary asked about the maintenance of decorative light fixtures. Wheeler indicated that the lights along the side of the street are the responsibility of the VPD and the lights in the street would fall under the city. Geary then asked about the power outlets in the median. Wheeler said he would check into the issues with the outlets in the 200 block of Norfolk Ave. Scott Adams indicated the median outlets between 5th and 6th also have issues.
 - iii. Geary asked about how to address the curb and gutter repairs. She indicated that that the curbs by Josephs Beauty are in dire need of repair. Andy Colvin indicated that if they notice curbs that need to be repaired to contact the city and we will communicate it to the streets department.
 - iv. Geary asked what LARM is and Colvin explained it is a liability insurance for the VPD that needs to be carried for the district. Colvin indicated that the deductible is approximately \$25,000 so anything under that is paid out of pocket.
 - v. Connie Geary asked who is responsible for getting the snow removal bids and Wheeler indicated that the VPD would need to start that action for bids. There was some confusion with the heading in the miscellaneous section of the drafted document as the heading indicates the expected base level of service includes snow plowing/piling. Wheeler mentioned he would make this note and remove the heading.

G. Adjourn.

Bates made a motion to adjourn the meeting, seconded by Kaczor. The meeting was adjourned at 9:03 a.m.

The next VPD meeting will be Thursday, April 20, 2023, at 8:00 a.m. at the City of Norfolk Administration building at 309 N. 5th Street, Norfolk, NE.