

# **VEHICLE PARKING DISTRICT ADVISORY BOARD**

*Meeting Minutes – June 15, at 8:00 AM*

## **A. Call Meeting to Order**

Connie Geary called the meeting to order at 8:01 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, Tracy Kaczor, Doug Stebbing, Pat Carney. Members Absent: Steve McNally (alternate), Amy Renter (ex-officio), José Nuño.

Guests: PJ Evans, Nate Powell, Mikah Wheeler, Nick Stevenson, Candice Alder, Val Grimes, Anna Allen, Sheila Rios, Scott Adams, Julie Faltys, Dr. Keith Vrbicky.

## **B. Approval of Agenda**

A motion was made by Tracy Kaczor and seconded by Doug Stebbing to amend the agenda to include discussion over the 2023/2024 budget. Ayes: Connie Geary, Stephanie Bates, Tracy Kaczor, Doug Stebbing, Pat Carney. Nays: None.

## **C. Approval of Minutes**

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

## **D. Financial Report**

## **E. New Business**

### **a. Budget discussion.**

- i.** Candice Alder explained the year-to-date expenditure report to the VPD. Alder indicated that they have almost \$79,000 that have not been spent.
- ii.** Alder presented the proposed budget for 2023/2024. Alder indicated that the fiscal year ends September 30<sup>th</sup>. The beginning fund balance is estimated at approximately \$200,000 and an estimated revenue from property taxes just under \$110,000.
- iii.** Alder indicated that page four breaks down the VPD spending. These expenses are estimated and may need to be adjusted to include festoon lighting and The River Point sign as Dr. Vrbicky is exploring a collaboration for a new sign.
- iv.** Landscaping maintenance along the terrace has typically been charged to the VPD. Sheila Rios indicated that whenever the city does something downtown it is typically charged to the VPD. Alder indicated that we could adjust the language in the base level of services agreement to reflect the activities being charged for. Nate Powell said he is looking for consistency throughout the city on what Parks and Recreation is charging for.
- v.** Stephanie Bates mentioned that the VPD was not formed to pay back the city for maintenance but to create funds for improvements in the area.

- b. Downtown sign discussion.
  - i. Alder introduced Dr. Vrbicky and indicated that he is looking at redevelopment of the current Salvation Army lot. He would like to collaborate with the VPD on a new enhanced sign at the corner of 7<sup>th</sup> and Norfolk Ave.
  - ii. Dr. Vrbicky indicated that they are wanting to build a new clinic in the downtown. He indicated that the clinic would be on the northwest corner of the lot and then developing or selling lots in the southwest corner along Norfolk Ave. He mentioned once The Salvation Army relocates, the current building will be demolished and redeveloped. He is looking at signage for the urgent care clinic on his building as well as along Norfolk Ave. Dr. Vrbicky is wanting to know if there is any interest from the VPD in collaborating for a new sign along Norfolk Ave.
  - iii. Geary indicated a taller sign would be nice. Pat Carney asked Dr. Vrbicky what his timeline is and Dr. Vrbicky indicated that it would be quick moving and he is looking to start in August. Val Grimes indicated that the current zoning does not put any height restrictions on signage. The VPD indicated they would like the sign to be digital.

## F. Old Business

- a. Downtown banners.
  - i. PJ Evans indicated that she has two banner designs with 29 each in her possession. Geary indicated that the rest of the signs are at Northeast Community College. Evans mentioned that she would like to have a schedule of when the VPD would want the banners changed.
- b. Festoon lighting conversation.
  - i. Julie Faltys shared some designs for festoon lighting. She indicated that the lighting would require higher light poles. Faltys mentioned that instead of spanning the full length of the street to do the intersections and midblock crossings instead. The current blocks that have midblock crossings are between 2<sup>nd</sup> Street through 5<sup>th</sup> Street.
  - ii. Steve Rames indicated that from an infrastructure standpoint that doing the intersections is much more feasible. The footings for the old signals could be used for new poles. The electricity is already in place as well. A cable from poles will be utilized to enhance the integrity of the lighting. Funding sources to make the midblock crossings ADA accessible have been identified and the process to adapt these is moving.
  - iii. Alder asked the board members if there would be interest in exploring providing funding for the festoon lighting. She asked if the VPD would be willing to budget for 16 new poles at \$5,000 per pole for a total of \$80,000 in next year's budget. Geary asked if the board could reassign the parking lot maintenance and the Christmas decorating funds to be festoon lighting in the expenditure budget.
- c. River Point name usage discussion.
  - i. Avenue Bridal is hosting a bridal show at The District Event Center and would like to call it The River Point Wedding Expo. She would like permission to use The River Point name.
  - ii. Stephanie Bates made a motion to approve the use of The River Point name for the Avenue Bridal shower. Tracy Kaczor seconded the motion.
- d. Bid update.
  - i. Topic was not discussed due to time constraints.
- e. Base level of service agreement.
  - i. Topic was not discussed due to time constraints.

**G. Adjourn.**

Stephanie Bates made a motion to adjourn the meeting, seconded by Tracy Kaczor. The meeting was adjourned at 9:23 a.m.

The next VPD meeting will be Thursday, August 17, 2023, at 8:00 a.m. at the City of Norfolk Administration building at 309 N. 5<sup>th</sup> Street, Norfolk, NE.