

# **VEHICLE PARKING DISTRICT ADVISORY BOARD**

*Meeting Minutes – September 21, at 8:00 AM*

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

Connie Geary called the meeting to order at 8:03 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, Pat Carney (alternate), Doug Stebbing, Scott Adams (ex-officio). Members Absent: Tracy Kaczor, José Nuño, Steve McNally (alternate).

Guests: Will Elwell, Matt Ernesti, Sherry Ruden, Traci Jeffery, Angie Stenger, Candice Alder, Nick Stevenson, Mikah Wheeler, Andy Colvin, Steve Rames.

## **B. Approval of Agenda**

A motion was made by Doug Stebbing and seconded by Stephanie Bates to approve the agenda. Ayes: Connie Geary, Stephanie Bates, Pat Carney (alternate), Doug Stebbing. Nays: None.

## **C. Approval of Minutes**

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

## **D. Financial Report**

## **E. New Business**

- a. Creative District alleyway lighting.
  - i. Alder indicated that the intent was to bring the VPD and the Creative Arts District together to discuss the projects being worked on. Angie Stenger indicated that the Creative Arts District was formed to bring the arts in as an economic driver. This includes things such as public art, alleyway lighting, and a creative district employee to drive festivals within the district. The district received \$250,000 to help accomplish this. Alleyway lighting has been identified as a top priority.
  - ii. The plan is to use current infrastructure in the alley instead of attaching it to buildings. There has been \$150,000 allocated in the budget for alleyway lighting. The vision would be to place the lighting in the alley behind River Point Square. A firm would be hired to construct and maintain the lighting.
- b. VPD bench conversation.
  - i. Streets picked up the bench that had fallen by Wells Fargo. VPD indicated that they would pick up the benches that were removed on 2<sup>nd</sup> and Norfolk Avenue.
  - ii. It was recommended to conduct an inventory of the benches downtown and document any needed repairs. A contractor could be hired to fix the bases of the benches. Norfolk Specialties manufactured the benches.

- iii. Wheeler indicated he would take an assessment of the benches downtown and contact Norfolk Specialties regarding costs.
- c. Website management discussion.
  - i. The contract \$70 per month to host the website with one hour a quarter for changes. Lacy Porn has submitted her resignation but would be willing to go month to month to help transition. A new website manager would need to be identified.
  - ii. Stephanie Bates indicated that she is familiar with the software, and she could potentially do it part time. VPD will need to solicit bids for the website management for approval at the next meeting.

#### **F. Old Business**

- a. BID update.
  - i. Wheeler indicated that he has been working with Justin Eckert on different assessment values for the downtown.
  - ii. The next BID meeting will follow this VPD meeting.
- b. Snow removal contract update.
  - i. Will Elwell informed the board the bids were opened on Wednesday September 20. Two bids were received: Olsen Mowing & Snow Removal and Lawns 'R' Us. Olsen came in lower and offered hauling services in addition to the bid.

A motion was made by Bates to recommend Olsen Mowing & Snow Removal's bid for snow removal of the downtown lots. The motion was seconded by Stebbing.

- c. Base level of service agreement.
  - i. Maintenance of the receptacle in the median has been being turned into Model Electric for repair. The process moving forward should be reviewed. Rames indicated that this can be addressed at the infrastructure subcommittee meeting in October.

#### **G. Adjourn.**

Doug Stebbing made a motion to adjourn the meeting, seconded by Pat Carney. The meeting was adjourned at 9:17 a.m.

The next VPD meeting will be Thursday, November 16, 2023, at 8:00 a.m. at the City of Norfolk Administration building at 309 N. 5<sup>th</sup> Street, Norfolk, NE.