
VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Agenda

February 15, 2024 – 8:00 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 December 21, 2023- See attached.
 - 1. No quorum at January meeting.
- D. Financial Report- See attached.
- E. New Business
 - 1. Snow removal budget.
 - 2. Introduction to Kara Weander-Gaster. Director of the River Point Creative District.
 - 3. Scott Adams- Report from Downtown Norfolk Association.
 - 4. Façade improvement grant.
- F. Old Business
- G. Adjourn

The next meeting will be on March 21, 2024, at 8:00 a.m. at the City of Norfolk Administration Building, 309 N 5th Street, Norfolk, NE.

VEHICLE PARKING DISTRICT ADVISORY BOARD

Meeting Minutes – December 21, at 8:00 AM

A. Call Meeting to Order

Connie Geary called the meeting to order at 8:44 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, Pat Carney (alternate), Stephanie Bates, Scott Adams (ex-officio). Members Absent: José Nuño, Tracy Kaczor, Steve McNally (alternate), Doug Stebbing.

Guests: Candice Alder, Mikah Wheeler, PJ Evans, Nick Stevenson, Anna Allen, Amy Renter.

B. Approval of Agenda

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

C. Approval of Minutes

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

D. Financial Report

- i. Wheeler indicated to the board that the snow removal was on 11/25/2023. This was push only, no deicing. The cost was \$1650.

E. New Business

- a. Discuss downtown tree lights.
 - i. Evans indicated that Parks is exploring keeping tree lighting up all year round.
- b. Hometown Holidays trash conversation.
 - i. Reports of trash receptacles overflowing. The board wanted to make sure it was on the radar for next year. We may need to add more receptacles next year. To discuss further when closer to event.

F. Old Business

G. Other Business

- a. Candice Alder informed the board that economic development has created a “River Point District” website on the city site. This is intended to streamline any interest in the VPD to an easily accessible site. This site has general information about the VPD, any major city projects, and VPD board meeting agendas and minutes.
- b. Information about the façade improvement grant can also be found here: <https://norfolkne.gov/government/departments/administration/river-point-district-in-downtown-norfolk/> .

H. Adjourn.

Pat Carney made a motion to adjourn the meeting, seconded by Stephanie Bates. The meeting was adjourned at 9:01 a.m.

The next VPD meeting will be Thursday, January 18, 2024, at 8:00 a.m. at the City of Norfolk Administration building at 309 N. 5th Street, Norfolk, NE.

VPD Monthly Financial Summary - February 15, 2024

Date	Expenses	Deposit	Expense	Description
	Sound Products		\$ 55.00	Monthly Music Service
	DNA		\$ 1,500.00	Monthly Payment for rent and monthly fees for maintenance, electricity, insurance of sign
	NPPD		\$ 268.60	Electricity
	Hollman Media		\$ 70.00	Domain Listing
	Hollman Media		\$ 25.00	Domain Registration
	Prime Sanitation		\$ 348.75	Monthly Trash Charges
	Andrew Olsen		\$ 33,300.00	Snow Removal (see attached invoice)
	ASPM Landscapes LLC		\$ (7,640.00)	Snow Removal-moved from VPD to Streets
	Norfolk Daily News		\$ 46.68	Aug, Sep, Oct, Nov, Dec VPD Mtg Notices
	Total Expenses		\$ 27,974.03	

Olsen Mowing & Snow Removal

2602 W Madison Ave
Norfolk, NE 68701 US
andrewkolsen@gmail.com



INVOICE

BILL TO
City of Norfolk
Attn: Street Division
309 N 5th Street
Norfolk, NE 68701

INVOICE #	DATE	TERMS	DUE DATE
4997	02/01/2024	Due on receipt	02/01/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Snow Removal	Snow Removal downtown lots: 1/8, 1/9, 1/9, 1/10, 1/12, 1/14, 1/18	7	1,650.00	11,550.00
	Snow Removal	Deicing Parking lots: 1/4, 1/9, 1/11, 1/23	4	1,450.00	5,800.00
	Snow Removal	Snow Hauling: 29 hours, 1 loader	29	200.00	5,800.00
	Snow Removal	Snow Hauling: 29 Hours 1 side dump	29	200.00	5,800.00
	Snow Removal	Snow Hauling: 29 hours 1 dump truck	29	150.00	4,350.00

SUBTOTAL	33,300.00
TAX	0.00
TOTAL	33,300.00

BALANCE DUE	\$33,300.00
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