

UNIVERSITY NORTH PARK BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD MINUTES

January 15, 2016

The University North Park Business Improvement District Advisory Board met at 10:02 a.m. in the John Q. Hammons Boardroom at the Embassy Suites Hotel & Conference Center on the 15th day of January, 2016, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

PRESENT:

Guy Patton
Mike Thompson
Matt Clouse
Rex Amsler
Jennifer Alexander
Bill Nemeth
Dan Quinn

ABSENT:

Mandy Haws
Brad Goodwin

STAFF PRESENT:

Jeff Bryant, City Attorney
Jud Foster, Director of Parks and Recreation
Anthony Francisco, Finance Director
Jayme Rowe, Legal Admin Tech

Item 1, being:

APPROVAL OF THE NOVEMBER 6, 2015 MEETING MINUTES.

After review, a motion was made by Mr. Clouse, seconded by Mr. Thompson to accept the Minutes from the November 6, 2015 meeting as submitted. The vote was unanimous to accept the Minutes as submitted.

Item 2, being:

UPDATE ON FUNDING ARRANGEMENT FOR ROBINSON STREET AND LIFESTYLE CENTER ENTRANCES.

Mr. Bryant reported that recent activity was presented to the City Council Finance Committee. After reviewing the information, that Committee had some suggestions. Mr. Bryant will be discussing some of the Finance Committee's questions and suggestions with the developer in the near future. One of the issues he will discuss concerns the enhanced landscaping at the entrances and another is the time extension. Mr. Bryant will be working with the Finance Committee and the University North Park Oversight Committee on a presentation to City Council regarding the funding arrangement for the entrances. While this may mean the overall timeline might be pushed back, Mr. Bryant hopes to be able to meet the holiday shopping season deadline.

There was discussion from Board members regarding the involvement of the ARB with the entrance designs and Mr. Bryant assured the members that the ARB would be reviewing the designs and offering suggestions. He also mentioned that all of the presentations would be coming back to this Board for review.

Item 3, being:

REPORT OF CURRENT LEGACY PARK RESERVATIONS.

Mr. Foster reported that the event hosted by the Fred Jones, Jr. Museum of Art at Legacy Park on November 13th was successful. There have also been some inquiries for future events. The local organizers of the American Cancer Society Relay for Life are interested in holding an event on April 29th and United Way staff has been in contact regarding an event on September 16th. The Parks and Recreation Department staff has told these organizations that specific policies are still being reviewed but placeholders have been entered for both of these events on the calendar.

Mr. Foster went on to report that there had been no negative feedback from the Museum staff and, in fact, they were very happy with Legacy Park as a venue for their event.

At this time there was discussion among Board members regarding the management of Legacy Park. Mr. Amsler and Ms. Alexander reported that internal discussions had been held among Embassy staff regarding their involvement with future management of Legacy Park. They would like to schedule time to talk with City staff prior to the next meeting of this Board regarding some of the policies and procedures currently being drafted.

Item 4, being:

DISCUSSION AND POSSIBLE ACTION REGARDING LEGACY PARK USAGE POLICY.

At this time, Mr. Foster presented a draft of the Park Usage Policy that was presented to the Board of Parks Commissioners at their last meeting. The document he presented had suggested changes in red from the Commissioners. He asked this Board's input on the policy, as well. The members of this Board asked about the pricing structure contained in the policy. In particular, there was a question about whether the pricing listed was standard pricing or based on other venues in the area. There were comments about negotiating prices for events with different time requirements, for setting up and/or taking down for events, and whether any benchmarking had been done with other cities. Mr. Foster reported that much of the information in the draft had come from the Kansas City area. Mr. Foster will check with his staff to see what other venues had been contacted and if there were other venues they should contact.

Mr. Foster mentioned there might need to be some discussion regarding events held by non-profit organizations as compared to events being held for profit or for fund-raising activities with regard to fees. There was a suggestion about adding a percentage of the proceeds to the fees. Mr. Francisco mentioned that large events may encourage shopping, overnight stays in the area and other benefits. Mr. Patton commented that might be a reason for two fee schedules. It was also mentioned that future City events could be held at Legacy Park.

Mr. Quinn suggested that the draft of the Park Usage Policy be forwarded to the Board members so it could be reviewed and comments be forwarded to Ms. Walker prior to the next meeting for possible action at that meeting. Mr. Bryant also asked the members to forward suggestions for places to contact about their policies at the same time suggestions regarding pricing and usage are forwarded to Ms. Walker.

Item 5, being:

TOPICS FOR FUTURE DISCUSSION.

Other topics included discussion regarding the tracking of future construction around the Legacy Park area and advising people or organizations inquiring about scheduling events of those projects. Mr. Foster advised that his staff is aware of ongoing construction and does advise people inquiring about usage of Legacy Park.

Discussion was also held regarding whether or not there were any funds available from the original collections to address the Legacy Park entrance expenses. Mr. Bryant offered to research that and advise this Board. There was discussion about the impact the dip in the economy would have on collections. Mr. Francisco responded that the economy doesn't impact the assessments as those are required.

There was a question regarding seasonal plantings in Legacy Park and Mr. Foster assured the Board that spring planting would begin in the next few weeks. He also mentioned that the trees that needed to be replaced have been and the only thing remaining on the punch list is the repainting of some of the panels which are currently being done one or two at a time. The contract will be considered completed when the last panel is repainted. Mr. Foster also mentioned there was a problem with the fountains which is actually a manufacturing problem. The repairs for that problem, which involves replacing certain bolts in the cannons with longer bolts, will be replaced in the near future, as the cannons are currently off for the winter season.

Item 6, being:

DISCUSSION ABOUT DATE, TIME AND LOCATION FOR THE NEXT MEETING.

The Board decided to schedule the next meeting for Friday, April 22, 2016, beginning at 10:00 a.m. Ms. Alexander offered to host the meeting in the conference room at the Embassy Suites.

Item 8, being:

MISCELLANEOUS DISCUSSION.

The Chair requested an electronic version of the Park Usage Policy be forwarded to members and asked the members to review the policy and forward their comments and any other topics to be discussed to Ms. Walker.

ADJOURNMENT.

The meeting adjourned at 10:40 a.m.