

UNIVERSITY NORTH PARK BUSINESS IMPROVEMENT DISTRICT  
ADVISORY BOARD MINUTES

January 6, 2017

The University North Park Business Improvement District Advisory Board met at 10:00 a.m. in the John Q. Hammons Boardroom at the Embassy Suites Hotel & Conference Center on the 6<sup>th</sup> day of January, 2017, 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:

Matt Clouse  
Bill Nemeth  
Dan Quinn  
Guy Patton  
Rex Amsler

ABSENT:

Mike Thompson  
Mandy Haws  
Jennifer Alexander  
Brad Goodwin

STAFF PRESENT:

Jud Foster, Director of Parks & Recreation  
Kathryn Walker, Assistant City Attorney

APPROVAL OF THE SEPTEMBER 9, 2016, MEETING MINUTES.

After review, a motion was made by Mr. Patton, seconded by Mr. Nemeth to accept the Minutes from the September 9, 2016, meeting as submitted. The vote was unanimous to accept the Minutes as submitted.

DISCUSSION AND POSSIBLE ACTION REGARDING LEGACY PARK MAINTENANCE.

Mr. Foster reviewed Legacy Park maintenance items that had been performed during the first year after the completion of the Park. To date, these items total \$25,556.05. The items have generally been completed by CGC, LLC, the company that constructed the Park, under the maintenance bond/warranty. The bond will expire this Spring and Mr. Foster proposed setting aside some of the funds collected by the Business Improvement District (“BID”) to cover some of these ongoing maintenance items. Ms. Walker reviewed the wording of the petition to create the BID and its purpose to provide for maintenance of Legacy Park.

Mr. Clouse reviewed the previous items that the Committee had recommended using BID funds for, including annual lawn and restroom maintenance of approximately \$110,000, \$40,000 over two fiscal years for holiday lighting, as well as \$300,000 (paid over several years) for the construction of entrances at Robinson and Tecumseh. Mr. Clouse also acknowledged that first

year BID contributions of \$200,000 prior to the Park opening had left some additional revenue for some of these expenses. Mr. Patton moved that \$20,000 of BID funds be set aside for maintenance in the FYE18 budget. Mr. Nemeth seconded. The vote was unanimous to set aside the funds for maintenance.

#### UPDATE ON REQUEST FOR PROPOSALS FOR PARK EVENT MANAGEMENT

Ms. Walker provided an update on the request for proposals for park event management, noting that she had met with Mr. Amsler and discussed challenges to finding an entity to take over park event management, most notably, the ongoing construction around the Park. Mr. Foster mentioned several issues that had come up over the last year and stated that there were still some operational issues that had come up with specific events and Staff would like to ensure those are all resolved before contracting with an outside group for park management. Staff will look at issuing a Request for Proposal for park event management after construction around the Park is complete.

#### TOPICS FOR FUTURE DISCUSSION.

Mr. Nemeth asked what had come of the marketing effort by John Richardson at BOLD-Multimedia.

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

Members expressed a desire to meet on a quarterly basis. The next meeting was scheduled for March 31, 2016 at 10:00am at Embassy Suites.

#### ADJOURNMENT.

The meeting was adjourned at 10:45a.m.