

UNIVERSITY NORTH PARK BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD MINUTES

March 9, 2018

The University North Park Business Improvement District Advisory Board met at 10:00 a.m. in the North Park Boardroom at the Embassy Suites Hotel & Conference Center on the 9th day of March, 2018, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray Street 48 hours prior to the beginning of the meeting.

PRESENT: Brad Goodwin
Dan Quinn
Matt Clouse
Mike Thompson
Rex Amsler
Guy Patton
Jennifer Alexander

ABSENT: Bill Nemeth
Mandy Haws

STAFF PRESENT: Jud Foster, Director of Parks and Recreation
Matt Hendren, Parks Superintendent
Jason Olsen, Recreation Superintendent
Kathryn Walker, Assistant City Attorney
Anthony Francisco, Director of Finance

1. APPROVAL OF THE JANUARY 19, 2018 MEETING MINUTES

After review, motion was made by Matt Clouse and seconded by Mike Thompson to accept the Minutes from the January 19, 2018, meeting as submitted. The vote was unanimous to accept the Minutes as submitted.

2. UPDATE ON LEGACY PARK EVENTS AND RESERVATIONS

Jason Olsen, Recreation Superintendent of the Parks Department, reported that a committee formed to schedule programming for Legacy Park had its first meeting this week. The committee is planning on putting together a series of monthly events at Legacy Park through the warmer months, the first one being an outdoor concert on May 31, 2018 with the Boulevard Brass performing. Mr. Olson reported that the committee is actively seeking event sponsors and will meet in April to plan additional monthly activities.

3. UPDATE REGARDING ROBINSON STREET ENTRANCE PROJECT

Kathryn Walker, Assistant City Attorney, handed out photos of the Robinson Street Entrance during the day and at night and reported that the project was complete. Members expressed satisfaction with the final product.

4. DISCUSSION AND POSSIBLE ACTION RELATED TO FYE19 BUDGET REQUEST FOR LEGACY PARK MAINTENANCE ITEMS.

Matt Hendren, Parks Superintendent, described several maintenance items that are needed at Legacy Park. Mr. Hendren has been in contact with a consultant to identify long term solutions to these maintenance problems and help estimate costs.

A number of the existing LED pond lights are no longer operational and need replacement. Because LED technology is evolving so quickly, the existing pond lights are obsolete and repair of the broken lights is not feasible. It is recommended that all 37 of the lights be replaced and upgraded with factory sealed fixtures, which should help prevent some of the water damage occurring now. The cost for replacement of the pond lights is estimated to cost \$26,800.

Mr. Hendren also reported that 8 of the 21 air launch control solenoid valves need replacement as this has resulted in the malfunctioning of the water cannons. Replacement of the existing valves with stainless steel submersible valves is recommended to avoid similar issues in the future. The estimated cost for this is \$32,655.

With the replacement of the valves, it will be possible to lower the fountain and cannon nozzles and associated equipment so that it is not as visible above the water. This has been the source of a number of complaints from the community. The cost to lower the equipment is \$15,000.

Travel and lodging expenses for the consultant to come to Norman and repair the lights and valves and lower the equipment is estimated to cost \$2,625. As of December 2017, 8 of the 16 in-ground can lights located at the base of the brick "Legacy Park" signs and brick pillars at the entrance of the park have broken. Although temporary repairs have been made, an electrical contractor has inspected the lights and recommended all 16 be replaced with a water tight fixture that will eliminate issues due to ground moisture.

Finally, Mr. Hendren requested funding for the replacement of 4 trees that were damaged during storms in the fall of 2017, as well as for twice yearly replacement of mulch. The total cost for all of these items is \$121,980.

Ms. Walker presented the Cash Flow Statement for BID Funds and a draft Budget Request that showed the impact of such an expense. Guy Patton, Board Member, asked whether the equipment being replaced should have a longer life span than experienced so far. Mr. Hendren said yes, that the new equipment should help address the problems that have led to the current equipment failures. Mr. Patton recommended that the mulch replacement be added to the Services category of the Cash Flow and Budget request and requested additional discussion in the future about the sufficiency of the reserve to cover these kinds of maintenance issues. Mr. Patton made a motion to approve the FYE19 Budget Request as proposed, provided mulch is included in the Services category, and Mr. Thompson seconded. The motion passed unanimously.

5. TOPICS FOR FUTURE DISCUSSION

Dan Quinn, Board Chairperson, mentioned that parking spaces had been included in the original Legacy Park plans, and although later removed, would like to discuss whether now is the time to address the parking issues in Legacy Park, particularly given the upcoming slate of events being organized by the Parks Department. Mr. Patton expressed a desire to discuss the sufficiency of the reserve in light of maintenance expenses.

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

The next meeting is set for June 15, 2018 at 10:00am at Embassy Suites in the John Q. Hammons Boardroom.

7. MISCELLANEOUS DISCUSSION

Mr. Patton was asked for an update on the proposed Entertainment District in University North Park. Mr. Patton stated that a Request for Qualifications was issued last week for a Master Developer and responses were expected by the end of March. Mr. Patton stated that the OU Foundation was still waiting on a response from the City as to whether there would be public participation in the project. Ms. Walker advised the Board of a resolution adopted by City Council that sent the proposal to use the UNP TIF funds designated for a "Cultural Facility" for a Senior Citizens Center to the Statutory TIF Committee.

The meeting was adjourned at 10:43a.m.