

UNIVERSITY NORTH PARK BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD MINUTES

November 1, 2019

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 1st day of November, 2019, 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: Dan Quinn
Jennifer Alexander
Matt Clouse
Bill Gavin
Brad Goodwin
Mandy Haws
Keith Peters

ABSENT: Austin Goodwin
Bill Nemeth
Mike Thompson

STAFF PRESENT: Jud Foster, Director of Parks and Recreation
Kathryn Walker, Interim City Attorney
Jason Olsen, Recreation Superintendent
Sarah Encinias, Legal Admin Tech

1. APPROVAL OF THE JULY 12, 2019, MEETING MINUTES.

After review, motion was made by Matt Clouse and seconded by Brad Goodwin to accept the Minutes from the July 12, 2019, meeting as submitted. The vote was unanimous to accept the Minutes as submitted.

2. UPDATE ON LEGACY PARK EVENTS AND RESERVATIONS.

Jason Olsen said Cheers & Beers had 212 attendees last year, over 300 this year. From 10 to 19 vendors, that the event is growing. The previous concert with the Philharmonic was cancelled and not rescheduled. \$3-4,000 for set up, insurance to be had for next year in case this concert is cancelled again.

They are staying with schedule to have events on the first Friday of each month as opposed to Thursday from previous year. Paint the town Pink with Norman Regional Hospital, hoping to have them next September. They've had a few reservations in total and have been coordinating with Red Rock so they can manage their parking. Most of the events held are by the City, had 2 rentals.

3. UPDATE AND POSSIBLE ACTION ON LEGACY PARK MAINTENANCE ISSUES.

Jud said they have \$200,000 annual budget and they have two annual contracts. \$75,405 is allocated for lawn service with \$67,700 expended so far leaving \$11,600. The restroom cleaning

contract is \$36,000 annually but paid per a monthly service agreement. There is about \$85,000 left to work with for remaining expenses.

Jud Foster said the fountain was shut off to enable work on high maintenance items. He sent out a bid request for monthly service proposal but received no response. The proposal should include a monthly maintenance fee for maintenance of basic items and to fix major items for agreed cost. Jud recommends it.

Jason Olsen said there is a pool company based in Dallas that offers \$1700 per month maintenance plan that would include cleaning the fountain pool, wash spouts, winterize, maintain lights, cannons, parts, maintain logs, compressor, bolts, tubes; they do not balance water or purchase parts. Jason will provide a copy of the quote as soon as he receives it. This company offers replacement work at \$105 per hour for minimum charge of 2 hours and the work is guaranteed.

Dan Quinn said this is below the requirements for competitive bidding (?).

4. UPDATE ON LEGACY PARK PARKING LOT PROJECT.

Kathryn Walker said parking lot funds are \$175,000, Jud said this project has begun and the contractor is Silver Star Construction. Motion was asked for BID to pay costs over and above this amount, Mandy motioned, Brad seconded. Vote unanimous.

5. UPDATE ON PROPOSED AMENDMENTS TO UNIVERSITY NORTH PARK TAX INCREMENT FINANCE DISTRICT PROJECT PLAN.

Ms. Walker gave update, 1st public hearing was on 22nd, 2nd public hearing is scheduled for 11/5. A couple of councilmembers wanted to change the previously approved amended project plan. She said she wasn't sure what would happen at the next meeting but that recommendations could be made on the floor. At this time, the BID Board will remain in place. Assessments ongoing.

6. TOPICS FOR FUTURE DISCUSSION.

Matt asked if Christmas lights were okay and within budget, Jason said yes. They have a 17' tree that's still in good shape. Jud is working on a fireworks display which has been popular, just waiting on final okay from airport. Dan asked if it being close to the highway was a concern and Jason said he was getting it cleared. The tree lighting was scheduled for Saturday Dec 7.

7. MISCELLANEOUS DISCUSSION.

Ms. Walker asked if members wanted to have meetings set quarterly for the next year, they agreed. She will get meeting schedule completed, filed and emailed to members.

The meeting was adjourned at 10:32 a.m.