



**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, August 11, 2020 at 6:30 p.m.**

BY FREE-OF-CHARGE VIDEO CONFERENCE ONLY

***IN THE INTEREST OF PUBLIC HEALTH & SAFETY
PLEASE DO NOT COME TO THE CITY HALL CAMPUS***

Link for the Meeting: <https://mtg.cedarparktexas.gov/TypeB>

Event Password: CedarPark2020

United States Toll Free: 1-844-992-4726

Access Code: 126 208 9872

BOARD OF DIRECTORS

- | | |
|--|--|
| <input type="checkbox"/> Tom Moody, Place 1 | <input type="checkbox"/> Ryan Wood, Place 6, President |
| <input type="checkbox"/> Ginger Goodin, Place 3 (V.P.) | <input type="checkbox"/> Barbara Shaffer, Place 2 |
| <input type="checkbox"/> Mark Ayotte, Place 5 | <input type="checkbox"/> Kevin Harris, Place 4 |
| | <input type="checkbox"/> Lance Gunn, Place 7 |

AGENDA

- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN.
- A.2 Public Communications. (Regarding items not listed on this agenda. Three Minutes each. No deliberations with the Board. The Board may respond only with factual statements, recitation of existing policy, and requests for an item to be placed on a future agenda.)
- A.3 Board Members' Opening Comments.

**STAFF REPORTS
(DISCUSSION ONLY)**

- B.1 No Items Scheduled.

An unscheduled Closed Executive Session may be called to discuss any item on this posted agenda provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Item C.1. The Consent Agenda May Be Approved By A Single Motion.)

- C.1 Approval Of The Minutes Of The July 14, 2020 Regular Called Meeting.

PUBLIC HEARINGS

- D.1 No Items Scheduled.

REGULAR AGENDA

DISCUSSION AND POSSIBLE ACTION

- E.1 Consider A Corridor Enhancement Sign Removal And Replacement Program Application From Dave's Ultimate Automotive In An Amount Not To Exceed \$20,000 For Sign Removal And Replacement At 1403 W. Whitestone Boulevard in Cedar Park, Texas And Authorize Staff To Set A Public Hearing Date. (Fran Irwin, Director Community Affairs)
- E.2 Consider Election Of The Community Development (Type B) Corporation Board Officers For 2020-2021.
- a. President.
 - b. Vice President.
 - c. Secretary.
 - d. Treasurer.
- E.3 Consider Applications For Newly Proposed Project/Programs Submitted For Fiscal Year 2020-2021 Community Development Corporation Funding Consideration, Including:
- a. Economic Development - \$1,400,000.
 - 1) Consider A Project Proposal For Funding Project August An Economic Development Project In An Amount Not To Exceed \$1,400,000.
 - b. Transformational Projects - \$3,190,000.
 - 1) Consider A Project Proposal For Funding The Development Of A City Park Within The Bell Boulevard District In An Amount Not To Exceed \$3,000,000.
 - 2) Consider A Project Proposal For Funding A Lime Creek Quarry End Of Mining Plan In An Amount Not To Exceed \$190,000.

An unscheduled Closed Executive Session may be called to discuss any item on this posted agenda provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.

c. Community Enhancements - \$1,235,000.

- 1) Consider A Project Proposal For Funding Project August An Economic Development Project In An Amount Not To Exceed \$600,000.
- 2) Consider A Project Proposal For A Tennis Court Security Upgrade Project In An Amount Not To Exceed \$15,000.
- 3) Consider A Project Proposal For A Citywide Fiber Connectivity Project In An Amount Not To Exceed \$250,000 in FY 2021 and \$250,000 In FY 2022.
- 4) Consider A Project Proposal For A Corridor Enhancement Sign Removal And Replacement Program In An Amount Not To Exceed \$50,000.
- 5) Consider A Project Proposal For A Traffic Signal Construction Project At Cottonwood Creek Trail And Medical Parkway In An Amount Not To Exceed \$320,000.

E.4 Consider A Community Development (Type B) Corporation Budget Recommendation For Fiscal Year 2021 As Presented. (Kent Meredith, Director of Finance)

F.0

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, the Community Development (Type B) Corporation Board will now convene in a Closed Executive Session pursuant to the following provisions of the Texas Open Meetings Act, Chapter 551, of the Texas Government Code:

The Community Development Corporation (Type B) Board reconvenes into Open Session

ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

G.1 Board Member Closing Comments.

Next Regular Scheduled Board Meeting **Tuesday, September 8, 2020 At 6:30 P.M.** Location To Be Determined.

H.1 Adjournment.

The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time. All agenda items are subject to final action by the Community Development

An unscheduled Closed Executive Session may be called to discuss any item on this posted agenda provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.

CITY OF CEDAR PARK 2018-2020 STRATEGIC GOALS



DISTINCTLY CEDAR PARK

PURPOSE

Cedar Park is a unique location with a distinct identity shaped by its distinguishing projects and programs.

OBJECTIVES

- Encourage unique and distinctive developments
- Revitalize Bell Boulevard area
- Create gathering places, including parks and library
- Design special events that attract people to Cedar Park
- Leverage the value of aesthetics on community culture



OPEN HERE, GROW HERE

PURPOSE

Use economic development resources to expand and diversify our tax base by actively recruiting new employers and supporting existing businesses.

OBJECTIVES

- Identify markets and actively recruit targeted industries and employers
- Evaluate economic development tool box
- Protect areas already designated for business
- Develop and launch business retention program



SAFETY IS TOP-OF-MIND

PURPOSE

Our community feels safe, secure and comfortable.

OBJECTIVES

- Ensure timely and appropriate response for calls for service
- Provide resources necessary to meet community expectations
- Enhance citizen safety level



OPERATIONAL & FISCAL EXCELLENCE

PURPOSE

Deliver high-quality services in a fiscally-responsible manner.

OBJECTIVES

- Provide high-value services to our community
- Demonstrate fiscal responsibility
- Improve and ensure a well-maintained infrastructure, including storm water
- Attract and retain a qualified workforce



LINK PEOPLE, PLACES & THINGS

PURPOSE

Improve mobility through multi-modal transportation options that best serve the community's needs.

OBJECTIVES

- Continue implementing Roadway Master Plan
- Expand pedestrian and bike networks
- Complete Transit Study
- Use technology to improve traffic/mobility
- Advance 183A frontage road project



STRONG COMMUNITY CONNECTIONS

PURPOSE

Encourage and expand civic engagement and understanding of government to inspire trust and confidence.

OBJECTIVES

- Develop and leverage innovative ways to engage the community
- Evaluate and enhance current engagement programs
- Support development and recognition of board and commission members



SUSTAINABLE FUTURE

PURPOSE

Demonstrate responsible stewardship of community and natural resources.

OBJECTIVES

- Use our resources wisely
- Explore environmental programs
- Update Comprehensive Plan
- Support neighborhood maintenance



CEDAR PARK

of the



COMMUNITY DEVELOPMENT CORPORATION

CONSENT AGENDA ITEM C.1

August 11, 2020

Item/Subject: The Consent Agenda Consists of Items C.1

Initiating Dept.: Staff

Commentary:

C.1 Approval Of The Minutes Of The July 14, 2020 Regular Called Board Meeting.

All items on Consent may be approved with a single motion to “Approve the Consent Calendar”. Individual items may be pulled for further discussion prior to other agenda items.



MINUTES

REGULAR CALLED MEETING OF THE COMMUNITY DEVELOPMENT (Type B) CORPORATION Tuesday, July 14, 2020 at 6:30 p.m.

BY FREE-OF-CHARGE VIDEO CONFERENCE ONLY

BOARD OF DIRECTORS

- | | |
|---|---|
| <input type="checkbox"/> Tom Moody, Place 1 | <input checked="" type="checkbox"/> Ryan Wood, Place 6, President |
| <input checked="" type="checkbox"/> Ginger Goodin, Place 3 (V.P.) | <input checked="" type="checkbox"/> Barbara Shaffer, Place 2 |
| <input checked="" type="checkbox"/> Mark Ayotte, Place 5 | <input checked="" type="checkbox"/> Kevin Harris, Place 4 |
| | <input checked="" type="checkbox"/> Lance Gunn, Place 7 |

AGENDA

A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN.

President Wood called the meeting to order at 6:30 p.m. noting that a quorum was present

A.2 Public Communications. (Regarding items not listed on this agenda. Three Minutes each. No deliberations with the Board. The Board may respond only with factual statements, recitation of existing policy, and requests for an item to be placed on a future agenda.)

None

A.3 Welcome New Board Member Barbara Shaffer.

A.4 Board Members' Opening Comments.

VP Goodin welcomed Barbara to the Board and wanted to thank staff for all the work in putting together the budget

STAFF REPORTS
(DISCUSSION ONLY)

B.1 2nd Quarter Financial Report For FY 2020. (Kent Meredith, Director of Finance)

Kent Meredith, Director of Finance, presented to the Board the 2nd Quarter Financial Report for FY2020. He went over the budget and expenses, sales tax collections, sales tax collections history, and ending available fund balance summary.

B.2 Update On The FY 2020 Bell Boulevard Park Planning Project. (Katherine Caffrey, Assistant City Manager)

Katherine Caffrey, Assistant City Manager, presented an update on the Bell Blvd project. She discussed the design portion of the park. They have begun a preliminary scope of work on that project and will have more details to 4B at a later date.

B.3 Quarterly Update And Status Report On FY 2020 4B Projects. (Kimberly Reese, Project Manager)

Kimberly Reese, Project Manager, presented to the Board a list of all the FY20 4B projects. She highlighted a few projects in the presentation with updated information including:

- *Completed - Brushy Creek Trail Connection*
- *Under Contruction - Brushy Creek Sports Park Improvements, Whitestone Turn Lane Project, Reagan/Caballo Ranch Right Turn lanes, pole mounted street signs and the Park Recycling*
- *In Design Phase – Lakeline Park and the Sidewalk Gap (Phase 5)*

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Item C.1. The Consent Agenda May Be Approved By A Single Motion.)

C.1 Approval Of The Minutes Of The May 12, 2020 Regular Called Meeting.

Director Harris motioned to approve the Consent Agenda as presented. Director Ayotte seconded the motion and it passed with a 6-0 vote.

PUBLIC HEARINGS

D.1 No Items Scheduled.

None

REGULAR AGENDA
DISCUSSION AND POSSIBLE ACTION

- E.1 Consider Applications For Newly Proposed Project/Programs Submitted For Fiscal Year 2020-2021 Community Development Corporation Funding Consideration, Including:

Fran Irwin, Communications Director, presented the projects and let the 4B Board know that City Council has been incredibly cautious due to all the financial insecurity that Covid has created and that staff has been strategic in project selection. Fran reviewed each of the project selections and answered questions.

a. Economic Development - \$1,400,000.

- 1) Consider A Project Proposal For Funding Project August An Economic Development Project In An Amount Not To Exceed \$1,400,000.
This project is split with \$1.4M in the economic development category and \$600,000 in the Community Development category. This is a high-level project that is confidential and this will be a budget placeholder to allow the Economic Development team to continue discussions. 4B will be able to fully vet the project once it moves through certain stages.

b. Transformational Projects - \$3,190,000.

- 1) Consider A Project Proposal For Funding The Development Of A City Park Within The Bell Boulevard District In An Amount Not To Exceed \$3,000,000.
This project was discussed earlier in item B.2 and has been discussed in previous 4B meetings. This is a 15-acre public park and would include the park development, creek restoration, trails and other uses that will be determined in the design plan.
- 2) Consider A Project Proposal For Funding A Lime Creek Quarry End Of Mining Plan In An Amount Not To Exceed \$190,000.
This is a high priority project. In 2019, the City conducted a feasibility study and the results from that study was a multi-step plan. Step 1 is to adequately prepare the quarry site for further development once the mining is complete.

c. Community Enhancements - \$1,235,000.

- 1) Consider A Project Proposal For Funding Project August An Economic Development Project In An Amount Not To Exceed \$600,000.
This is the second piece of the Project August portion (from Economic Development)
- 2) Consider A Project Proposal For A Tennis Court Security Upgrade Project In An Amount Not To Exceed \$15,000. *Mike Devito, Assistant Parks Director, clarified that this is for all tennis courts in the City.*

- 3) Consider A Project Proposal For A Citywide Fiber Connectivity Project In An Amount Not To Exceed \$250,000 in FY 2021 and \$250,000 In FY 2022.
Jim Honn, Director of IT presented to the Board more information on this project such as the master plan, the priorities and benefits of the project and community application. President Wood asks for more information on the scope of the project for the next 4B meeting.
- 4) Consider A Project Proposal For A Corridor Enhancement Sign Removal And Replacement Program In An Amount Not To Exceed \$50,000.
This project was initiated several years ago as part of beautification and Community Enrichment. It gives businesses an opportunity of cost sharing to replace older signs. City staff received some interest in participating, so they would like to allocate this amount for the projects.
- 5) Consider A Project Proposal For A Non-Site-Specific Traffic Signal Construction In An Amount Not To Exceed \$320,000.
President Wood would like it to be more site-specific. Stephen Hanuscin, Assistant Dir. of Public Works, named some specific locations, but mentioned that advance funding would help for future traffic signal needs. President Wood would like to have more discussion on this item at the next 4B Meeting.

E.2 Preliminary Financial Forecast For FY 2021 Community Development (Type B) Corporation Budget. (Kent Meredith, Director of Finance)

Kent Meredith, Director of Finance, presented FY21 Type B proposed budget and the Covid-19 impact to the budget and explained the sales tax methodology that Finance is using for FY21 projections. He broke down the FY21 4B draft budget and went over expenditures such as the 4B projects by strategic goals, staff support and board expenses. Debt service will drop off in 2021 (so there is no debt service for next fiscal). He also went over the ending available fund balance summary (historical vs. forecast). Board member Goodin reminded the board about the 4B strategic goals. President Wood asked the board members to take a look at the projects and budget and have their input ready at the next meeting.

F.0

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, the Community Development (Type B) Corporation Board will now convene in a Closed Executive Session pursuant to the following provisions of the Texas Open Meetings Act, Chapter 551, of the Texas Government Code:

No Executive Session

ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

G.1 Board Member Closing Comments

President Wood thanked staff and Finance for putting together all this information. Board Member Schaffer wanted to say that it is great to be back on the board. Board Member Harris mentioned that this was a great discussion.

Next Regular Scheduled Board Meeting **Tuesday, August 11, 2020 At 6:30 P.M.** Location To Be Determined.

H.1 Adjournment.

This meeting adjourned at 8:45 P.M.

PASSED AND APPROVED THIS THE 11th DAY OF AUGUST 2020.

Ryan Wood, President

ATTEST:

Fran Irwin, Secretary



COMMUNITY DEVELOPMENT CORPORATION

AGENDA ITEM E.1.

August 11, 2020

Item/Subject: Consider Corridor Enhancement Sign Removal and Replacement Application

Initiating Dept.: Staff

Commentary:

Background

The Corridor Enhancement Sign Removal and Replacement Program is a provision of the Corridor Enhancement program that provides an incentive to local business and property owners for the removal and replacement of non-compliant signs with conforming signage along and adjacent to Cedar Park's main travel corridor.

Applicants must be located on the designated corridor enhancement roadways as identified in the program guidelines.

Eligible expenses include reimbursement of the actual direct costs for removal and replacement of existing non-conforming pole signs with approved conforming monument signage, up to seventy-five (75%) of the total eligible project costs, with a maximum reimbursement amount of \$20,000.

Applicants must submit an application prior to commencement of a project and all design and construction plans must be approved by the appropriate City departments. No costs are to be reimbursed prior to final completion and approval of submitted invoices/receipts and signatures on the Agreement.

Projects on approval by the Community Development Corporation Board are subject to the required Public Hearing and a 60-day public notification.

Application

Dave's Ultimate Automotive located at 1403 W. Whitestone Boulevard in Cedar Park has submitted an application for Board consideration. The application is complete and includes current signage photos, site location map including a drawing or design of the proposed replacement sign; cost estimates from a local firm and an approved Sign Permit form from the City's Building Inspection Department. The full application is included in your packet.

The Applicant will be available for questions during the August 11, 2020 meeting and is requesting funding in FY 2021. They are aware that Program funding has been proposed for FY 2021 and may not

be available. Should the Board accept the application, pending available budgeted funds in FY 2021, and authorize staff to post for a Public Hearing, the required notices will be published and the required 60-day period will begin. No funds would be dispersed until the 60-day period has elapsed, the construction is complete and a signed Agreement has been approved by the 4B Board members.



COMMUNITY DEVELOPMENT CORPORATION

REGULAR AGENDA ITEM E.2.

August 11, 2020

Item/Subject: Consider Election of Board Officers for 2020-2021

Initiating Dept.: Board

Commentary:

According to the Bylaws, elections are to be held annually in August so at the August 11 meeting, the Board will be accepting nominations and electing members for the positions of President and Vice President.

The positions of Treasurer and Secretary are held by City staff.

Excerpt from Bylaws:

3.02 Officers. The Officers of the Corporation shall be a President, Vice-President, Secretary, and Treasurer. The Board, at each annual meeting, shall elect these Officers. The Board may appoint such other Officers as it deems necessary, who shall have such authority, and shall perform such duties as from time to time may be prescribed by the Board. One person may hold more than one office, except that the President shall not hold the office of Secretary. Terms of office shall be one (1) year term, but no individual shall serve more than two (2) consecutive terms, unless such officer is a Corporation or City employee, in which case the officer is not subject to term limits. All Officers shall be subject to removal from office at any time by a vote of the majority of the entire Board. A vacancy in the office of any Officer shall be filled by a vote of a majority of the Board.

Slate of Officers:

President	_____
Vice President	_____
Treasurer	Kent Meredith, Director of Finance
Secretary	Fran Irwin, Director of Community Affairs



COMMUNITY DEVELOPMENT CORPORATION

REGULAR AGENDA ITEM E.3.

August 11, 2020

Item/Subject: Consider Proposed Projects For FY 2021

Initiating Dept.: Staff

Commentary:

Staff will lead a discussion related to the FY 2021 applications for projects submitted for consideration in the FY 2021 budget. The Board will select the projects that will be included in the FY 2021 4B Budget recommendation to City Council.

A .pdf containing all the proposed projects is included in the packet. Please note that the last project, related to a non-site specific Traffic Signal Construction Project, has been amended and now has a location: Cottonwood Creek Trail and Medical Parkway.

At the July meeting, Board members asked for additional information on three projects:

1. The Lime Creek Quarry End of Mining Plan
2. The Citywide Fiber Connectivity Project
3. The Traffic Signal Construction Project

Staff will be making brief presentations on these three projects in response to questions raised at the last meeting. If questions remain on any of the other proposed projects, staff will be available to provide additional information.



COMMUNITY DEVELOPMENT CORPORATION

REGULAR AGENDA ITEM E.4.

August 11, 2020

Item/Subject: Consider the Proposed Community Development FY 2021 Budget

Initiating Dept.: Kent Meredith, Finance Director

Commentary:

Kent Meredith will present the proposed FY 2021 Budget including all newly proposed projects for FY 2021 for Board action.