

MINUTES

**REGULAR CALLED MEETING OF THE
CEDAR PARK COMMUNITY DEVELOPMENT CORPORATION (4B)
Tuesday, April 10, 2012 at 6:30 PM
Cedar Park Library, 550 Discovery Boulevard, Cedar Park TX 78613**

BOARD MEMBERS

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|---|---|--|
| <input type="checkbox"/> Audrey Wernecke, Place 1 | <input checked="" type="checkbox"/> President Brian Rice, Place 5 | <input checked="" type="checkbox"/> Vice President John Allen, Place 4 |
| <input checked="" type="checkbox"/> David Scott Burger, Place 2 | <input checked="" type="checkbox"/> Secretary Ryan Wood, Place 6 | |
| <input checked="" type="checkbox"/> Kevin Harris, Place 3 | <input checked="" type="checkbox"/> Mo Jahadi, Place 7 | |

- A.1 Call to Order, Quorums Determined, Meeting Declared Open
Meeting was called to order at 6:33 PM by President Rice noting that a quorum was present. Director Harris arrived at 6:35 PM during Item A.4. Director Wernecke was absent.
- A.2 Consider Approval of the March 13, 2012 Regular Called 4B Board Meeting Minutes
MOTION: Secretary Wood made a motion to approve the March 13, 2012 Regular Called 4B Corporation meeting minutes as provided. Director Burger seconded the motion. The motion passed as follows:
Yes: Rice, Allen, Wood, Burger, Harris
Abstain: Jahadi
Absent: Wernecke
- A.3 Citizen Communications. *(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. 4B May Respond With Factual Information.)* **None.**
- A.4 Board Members' Opening Comments.
Secretary Wood stated that the ribbon cutting ceremony for Park Street was great. It was a good project. Director Burger attended a City Council meeting where they thanked 4B for their continued support of park improvement projects. He commented that the US 183 Corridor Enhancement was getting lots of press. Director Jahadi stated that a fall festival was held in Milburn Park in February. More than five hundred people attended.
- A.5 Presentation **(None)**
- B.0 STAFF REPORTS (DISCUSSION ONLY)
- President Rice called up Items B.1.a and B.1.b together.**
- B.1 Finance Report, Aaron Rector, Budget Manager.
a. Report On Sales Tax Revenues, Expenditures, and Fund Balance
b. Report On 2012-2013 Budget Development And Review Process
Aaron Rector advised that the fiscal year (FY) 2013 budget process had started. The budget timeline included receiving project proposal requests in May, reviewing the proposals in June and proposing a budget in July.
- B.2 Parks Project Report, Curt Randa/Parks Director. **None.**
- B.3 Transportation Report, Alan Green, Sr. Engineering Associate. **None.**
- C.0 PUBLIC HEARING. **(NONE)**

D.0 DISCUSSION AND POSSIBLE ACTION

President Rice called up Item D.3 out of order. See Item D.3.

President Rice called Items D.1.1 and D.1.2 up together.

- D.1 Consider Project Proposal To Reallocate ILSN Phase II Community Identification Funds To Phase III For Ground Mounted Street Name Signs. (Tom Gdala)
- 1) Consider Acceptance Of Funding The Allocation Of Community Identification Funds To Provide For The Implementation Of Phase III For Ground Mounted Signs
 - 2) Consider Authorization For Staff To Set A Public Hearing Date And Publish The 60-day Project Notice For The Reallocation Of Community Identification Funds To Implement Phase III For Ground Mounted Signs Project

Tom Gdala, Transportation Planner, provided an update on the Internally Lighted Street Name (ILSN) sign project for remaining TxDOT signals in December 2011. He requested that the Board reallocate funds from Phase II to Phase III for ground mounted street name signs. Darwin Marchell, Engineering Director, was available for questions.

There was much discussion among the Board concerning Council's input. It was discussed that the ground mounted signs were no longer in the 4B Strategic Goals. Darwin Marchell advised that he would talk to the City Manager's office. The Board requested that this item be brought back next month after staff determines how this item meets Council's Strategic Map.

No action was taken on this item.

- D.2 Consider Request To Fund An Economic Development Incentive Proposal To Provide A Roadway Extension Project For BMC In The Amount Of \$250,000. (Larry Holt, Economic Development Specialist)
- 1) Consider Acceptance Of Funding The Economic Development Incentive Project To Provide A Roadway Extension Project For BMC Proposal In An Amount Not To Exceed \$250,000
 - 2) Consider Authorization For Staff To Set A Public Hearing Date And Publish The 60-day Project Notice For The BMC Roadway Extension Project

Larry Holt advised the Board that numerous pre-development meetings were held concerning the need for secondary access in this area (Brushy Creek Road and Brushy Creek Loop/183A Toll Road). It is a key light industrial area. He advised that Capital Metro removed a crossing from this area. Easements and right of ways have been granted by all surrounding land owners. He had presented this item to the Economic Development subcommittee. He also presented this to the Joint Council meeting in August 2011. Larry Holt advised that the proposed cost is \$1,000,000. Williamson County has agreed to fund fifty percent (\$500,000). Cedar Park City Council voted to add the project to CIP pending Williamson County and 4B participation. They will fund twenty-five percent (\$250,000). Larry Holt advised that 4B is requested to fund twenty-five percent (\$250,000). He advised that this is an infrastructure project that has the Council's support.

There was discussion among the Board concerning whether the funds should come from Economic Development funds or Community Enhancement funds. Aaron Rector, Budget Manager, advised that he could move funds from Economic Development to Community Enhancement to match the funding source to the matrix.

A project matrix was completed for the project. The project scored 58 points, exceeding the matrix goal of 50 points.

MOTION: Secretary Wood made a motion to approve funding the Economic Development proposal to provide a Roadway Extension Project for BMC in the amount not to exceed \$250,000 and to authorize staff to set public hearing date and to publish 60-day project notice. Director Harris seconded the motion. The motion passed unanimously, 6-0, with 1 absent.

President Rice called up Items D.3.1 and D.3.2 together.

- D.3 Consider Request To Fund A Proposed Market Study For A Medical Device Accelerator In The Amount Of \$30,000. (Larry Holt, Economic Development Specialist)
- 1) Consider Acceptance Of Funding A Proposed Market Study Proposal For A Medical Device Accelerator In An Amount Not To Exceed \$30,000
 - 2) Consider Authorization For Staff To Set A Public Hearing Date And Publish The 60-day Project Notice For The Market Study Project

Larry Holt provided background for the technology park development analysis funding request. He introduced Todd Girand and Warner Bonner from Phase 3 Properties, Inc. from Dallas. The Economic Development office has met with Mystic Pharmaceuticals. TIP Strategies endorsed a medical device focused accelerator. He advised that City-owned property in Town Center had been identified as potential location in 2011. City Council placed feasibility of a business incubator on the strategic plan in 2009. He advised that Texas Healthcare and Bioscience Institute recommended advancing the project with HOK Architects and Phase 3. Warner Bonner reviewed the project mission and focus, typical project challenges, financing strategies, and creative financing solutions that have been done in other markets.

President Rice asked what Phase 3 would provide. Larry Holt responded that they have the experience to come up with a creative way to do this project and would engage partners to bring in expertise. They would be able to attract federal and private funding for this project which would lower the City's risk.

Warner Bonner advised that at the end of the study the City would be left with the following: a development program, a feasibility program of the likely tenants that are here in the market place that could occupy the space, likely opportunities for federal financing, and the applicable tax credits. He stated that the City would be able to provide the ingredients to make it a plausible, fundable project that would be an intelligent investment.

There was much discussion among the Board whether to limit the study to medical device accelerator or allow a broader study. It was discussed that a matrix was not done on previous feasibility studies.

MOTION: Director Jahadi moved to approve funding a market study proposal for an accelerator with Phase 3 in an amount not to exceed \$30,000. Director Harris seconded the motion. The motion passed unanimously, 6-0, with 1 absent.

- D.4 Consider Update On County Road 180 Economic Development Improvement And Authorization To Pay Incentives Pursuant to Agreement (Larry Holt, Economic Development Specialist)
- Larry Holt advised that the road improvements were due March 24th. They have been approved with conditions. He requested authorization to pay incentives of \$75,000 pending final approval from Engineering. Reunion Grill is required to open by September 24, 2012 and they anticipate opening in May 2012.

Charles Rowland, City Attorney, explained that the contract could be amended by a motion stating that, upon full completion within a specified amount of time, funds can be dispersed.

President Rice restated that staff requested extension of the contract to April 28, 2012 and to allow payment of \$75,000 in incentives as soon as all conditions required by Engineering are met.

MOTION: Director Harris moved to extend the contract to April 28, 2012 and to allow payment of \$75,000 in incentives as soon as all conditions required by Engineering are met 0. Secretary Wood seconded the motion. The motion passed as follows:

Yes: Rice, Harris, Wood, Burger, Jahadi
No: Allen
Absent: Wernecke

- D.5 Consider Establishing A Subcommittee To Review Project Application Forms, Categories And Schedule
Duane Smith, Tourism and Community Development Manager, advised that a subcommittee would not be needed if the Board was approved of last year's application forms. He suggested that the Board consider assisting the Tourism Advisory Board by providing funds within the 4B budget and soliciting applications for "seed" money for Tourism events. He advised that the City of McKinney had provided copies of their documents.

There was discussion among the Board concerning limiting who can request funds. Duane Smith advised that McKinney's projects have to show merits that they could be funded by Tourism.

No action was taken on this item.

- D.6 Consider Report From US 183 Corridor Sign Subcommittee (Allen, Berger, Jahadi)
Vice President Allen advised that the subcommittee met with staff on several occasions. Based on the April 3rd meeting, the subcommittee suggested the following recommendations for Board Consideration:

- 1) **Name change to "Cedar Park Corridor Enhancement Program".**
- 2) **Expand existing program and guidelines to include the Corridor Overlay and Old 183.**
- 3) **Modify pole sign funding as follows:**
 - **75% of pole sign replacement if no other work undertaken on property.**
 - **100% of pole sign replacement if request submitted as a larger request.**
 - **Cap of \$20,000 for pole sign work – retain cap of \$50,000 for entire project.**

Director Jahadi suggested that a list of the roads included in the Corridor Overlay be added to the application. It was discussed that the matrix will need to be modified by adding a category for signs only.

MOTION: Secretary Wood moved to modify the US Corridor Enhancement Program as recommended by the subcommittee. Director Burger seconded the motion. The motion passed unanimously, 6-0, with 1 absent.

- D.7 Excuse Absences From 4B Board Meetings.

- a) **President Brian Rice From March 13th, 2012 Meeting**

MOTION: Secretary Wood moved to excuse President Rice's absence from the Board Meeting of March 13, 2012. Director Jahadi seconded the motion. The motion passed unanimously, 6-0, 1 absent.

- b) **Board Member Mo Jahadi From March 13th, 2012 Meeting**

MOTION: Secretary Wood moved to excuse Director Jahadi's absence from the Board Meeting of March 13, 2012. Director Burger seconded the motion. The motion passed unanimously, 6-0, 1 absent.

- c) **Board Member Kevin Harris From March 13th, 2012 Meeting**

MOTION: Secretary Wood moved to excuse Director Harris' absence from the Board Meeting of March 13, 2012. Director Burger seconded the motion. The motion passed unanimously, 6-0, 1 absent.

- E.1 LIAISON UPDATES / REPORTS **None.**

- F.1 ADMINISTRATIVE ITEMS

(4B Board members and staff may discuss items related to the board member's general duties and responsibilities. The 4B 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.)

- a. **Delegate Report on City Council Actions Directly Related to 4B Items of March 22, 2012.**

Director Burger stated that they were on the consent agenda.

b. Director And Staff Comments

Duane Smith advised that a flyer for the Grand Opening for the new City Hall Complex was handed out.

c. 4B Board Member Closing Comments

Director Harris stated that Henry Middle School won the district track meet. Director Burger stated that attending the City Council meetings is very worthwhile. Director Jahadi congratulated the Parks Department for their recent award. He is looking forward to meeting at the new Council Chambers next month. Vice President Allen had a fish break his line at Brushy Creek Lake Park.

d. Board Member Request For Future Agenda Items.

Director Jahadi would like to hear from Parks about their tree exchange program. Vice President Allen requested an update from Curt Randa on the Brushy Creek Sports Park irrigation project. Secretary Wood requested that the ground mounted signs be on the May agenda. President Rice asked that an item on supporting Tourism be included on the May agenda if it is ready.

e. Designate Delegate to Attend Next Council Meeting on April 12, 2012 and April 26, 2012.

There are no 4B related items on the April 12th Council agenda. Director Jahadi will try to attend the April 26th meeting.

Next Regular Scheduled 4B Meeting: Tuesday, May 8, 2012 at 6:30 P.M. – Location To Be Announced.

G.1 ADJOURNMENT

Meeting was adjourned at 9:32 PM.

PASSED AND APPROVED THIS 8TH DAY OF MAY, 2012.

John Allen
for
Brian Rice, President
ATTEST:

Ryan Wood, Secretary