

MINUTES

REGULAR CALLED MEETING OF THE
CEDAR PARK COMMUNITY DEVELOPMENT CORPORATION (4B)

Tuesday, September 11, 2012 at 6:30 PM

Cedar Park Council Chambers, 450 Cypress Creek Road, Building 4, Cedar Park, TX 78613

BOARD MEMBERS

- President Brian Rice, Place 5
- Audrey Wernecke, Place 1
- Vice President John Allen, Place 4
- David Scott Burger, Place 2
- Secretary Ryan Wood, Place 6
- Kevin Harris, Place 3
- Mo Jahadi, Place 7

- A.1 Call to Order, Quorum Determined, Meeting Declared Open
Meeting was called to order at 6:30 PM by President Rice noting that a quorum was present. Director Jahadi arrived at 6:35 PM at the end of Item A4. President Rice requested a moment of silence in remembrance of 9/11.
- A.2 Consider Approval of the Minutes
 - a. August 14, 2012 Regular Called 4B Board Meeting
MOTION: Vice President Allen moved to approve the August 14, 2012 Regular Called 4B Corporation meeting minutes as provided. Secretary Wood seconded the motion. The motion passed unanimously, 7-0.
- 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.
Director Wernecke advised that Vice President Allen gave a very good presentation to the Rotary Club this morning.
- A.5 Presentation - **None**
- B.0 STAFF REPORTS (DISCUSSION ONLY)
- B.1 Finance Report, Aaron Rector, Budget Manager
 - a. Review Of FY 2011-2012 4B Revenues, Expenditures, And Fund Balance
Duane Smith, Tourism and Community Development Manager, advised that the finance report was in the agenda packet.
- B.2 Parks Project Report, - Curt Randa – **None.**
- B.3 Transportation Report – **None.**
- C.0 PUBLIC HEARING
- C.1 Conduct Public Hearing On Proposed Economic Development Incentives For Service Tech AV, Inc. In An Amount Not To Exceed \$202,325.
Duane Smith, Tourism and Community Development Manager, advised that it is a statutory requirement that the 4B Corporation conduct public hearings on projects prior to final Council approval and the expenditure of funds. Larry Holt, Economic Development Specialist, provided a quick review of the project.

A public hearing was held on the above item. There being no public testimony, the public hearing was closed.

D.0 DISCUSSION AND POSSIBLE ACTION

President Rice called Items D1a1 through D1a2 up together.

D.1 Economic Development Incentive Project

a. Economic Development Incentives Proposal For Service Tech AV, Inc. In An Amount Not To Exceed \$202,325.

1) Consider Authorization For The 4B Board President To Execute The Project Agreement For Economic Development Incentives For Service Tech AV, Inc. In An Amount Not To Exceed \$202,325.

2) Consider Authorization For The 4B Board President To Execute The Resolution Recommending Funding To City Council For Economic Development Incentives For Service Tech AV, Inc. In An Amount Not To Exceed \$202,325.

MOTION: Vice President Allen moved to authorize the 4B Board President to execute the Project Agreement for Service Tech AV, Inc. incentive project in an amount not to exceed \$202,325 and to authorize the 4B Board President to execute the Resolution recommending funding to City Council. Secretary Wood seconded the motion. The motion passed unanimously, 7-0.

President Rice called Items D2a1 through D2a6 up together.

D.2 Consider 2011-2012 Project Reports

a. Economic Development Projects (Phil Brewer/Larry Holt)

Larry Holt made a presentation on approved Economic Development projects.

1) County Road 180

The County Road 180/New Hope Drive Infrastructure Reimbursement Project was approved in January 2011 and completed in July 2012 with a final cost of \$112,068.

2) Fallbrook Technology

The Fallbrook Technology Project was approved in February 2011 and has met all performance requirements. The City has paid \$765,000 in Economic Development incentives as of this date. The next performance milestone is one hundred employees on October 1, 2012.

3) Dental Health

The Dental Health Management Solutions Project was approved in July 2011. They opted to cancel the contract and return previously allotted funds.

4) BMC Roadway

The BMC Roadway Extension Project was approved in May 2012. They are currently developing inter-local agreements. 4B and City Council are each funding one-fourth of the project. Williamson County is funding one-half of the project.

5) Market Study

The Phase III Market Study was approved in May 2012. Staff is in regular contact with Phase III regarding developments of study. Staff hosted the Phase III team in July. To date, \$20,000 has been expended.

6) Service Tech

The Service Tech Audio Visual (AV) Incentive Project's public hearing was held at tonight's 4B meeting. This is a home-grown company. Staff is in regular contact with them.

President Rice called Items D2b1 through D2b5 up together.

b. Transportation And Engineering Projects (Darwin Marchell/Tom Gdala)

Tom Gdala, Transportation Planner, made a presentation on approved transportation projects.

1) Sidewalk Gap Closure

The 4B Board approved funding in the amount of \$170,000 for the citywide Sidewalk Gap Closures Project in December 2010. The project consisted of six locations to close sidewalk gaps along arterial roadways with the City. Tom Gdala provided before and after pictures of the completed projects. The project was completed under budget in August 2012. The total cost of

the project was \$116,620. The Board members asked if there are any other projects of this type. Tom Gdala advised that three more projects will be presented to the Board for consideration in the next fiscal year.

2) Gateway Sign Design

The 4B Board approved funding in the amount of \$25,000 for the Gateway Sign Design Project. City Council has approved the final design. The Gateway Sign Committee has selected the following locations to move forward with the final design and installation: northbound 183A at Brushy Creek Road, westbound Whitestone Boulevard at Sam Bass Road, and northbound US 183 at Avery Ranch Boulevard. \$25,000 was expended on the concept design contract with the consultant. Additional design costs will need to be incorporated with the new budget for the project construction phase.

3) US 183/Park Street Intersection

The 4B Board approved funding in the amount of \$1,000,000 for the US 183/Park Street Intersection Improvement Project. This project consisted of turn lane improvements at the US 183/Park Street intersection. A dedicated left turn lane was added on both legs of Park Street at this intersection to increase mobility and safety. Construction of this project was combined with the construction of the Park Street project and was the last phase of the overall project. Construction of the overall project began in May 2010 and ended with the completion of the US 183/Park Street intersection in March 2012. The project has been completed.

4) Brushy Creek Road

The 4B Board approved funding in the amount of \$1,000,000 for the Brushy Creek Road Improvement Project. This project consisted of reconstruction and widening of Brushy Creek Road from 183A Toll Road to Parmer Lane. Brushy Creek Road was widened from a rural two-lane cross section to a four-lane divided roadway with a raised median, wide outside lanes, sidewalks, and illumination. Construction of this project began in September 2010 and was substantially complete in July 2012.

5) ILSN Signs

The 4B Board approved funding in the amount of \$350,000 for the Internally Lighted Street Name (ILSN) Signs Project in December 2010. The project design contract was executed and began in February 2011. This project would install ILSN signs at the remaining sixteen traffic signals which do not have ILSN signs. In early 2011, the contract was put on hold when the City was informed by TxDOT that these ILSN signs would require an independent power source. The signals which the ILSN signs are to be installed are still owned and controlled by TxDOT. Cedar Park is finalizing a signal ownership and maintenance agreement with TxDOT. The project remains on hold and will move forward upon the execution of the agreement, which is anticipated to be executed with the Fiscal Year 2013. \$8,480 has been expended to date.

President Rice called Items D2c1 through D2c6 up together.

c. Parks Projects (Curt Randa)

Curt Randa, Parks Director, made a presentation on approved parks projects. He advised that shade structures may need to be considered for some of the parks because the drought has killed some of the trees.

1) Wild Rose Park

The Wild Rose Park Playground Improvement project was completed at a cost of \$41,919. The project began in 2011.

2) Creekside Park

The Creekside Park Playground Improvement project was completed at a cost of \$60,123. The project began in 2011.

3) Quest Village Park

The 4B Board approved funding in the amount of \$75,000 for the Quest Park Playground and Shade Structure project. The shade structure is large enough to cover the playground. Expenditures total \$64,968. Installation of outdoor exercise equipment will complete this project.

4) Buttercup Creek Park Playscape

The Buttercup Creek Playscape Improvement Project was approved for \$100,000 in funding. The project included three components: playground, tot playground and exercise stations. Curt Randa advised that the total spent was \$92,132. The only part of the project remaining is the addition of the crushed granite surface under the five exercise stations.

5) Milburn Basketball Court Shade

The 4B Board approved funding in the amount of \$75,000 for the Milburn Basketball Court Shade Structure project. The project has been completed and was used during the July 4th event.

6) Brushy Creek Irrigation

The 4B Board approved funding in the amount of \$150,000 for the Brushy Creek Sports Park Irrigation project. Only \$42,775 was spent due to a grant received from the Lower Colorado River Authority (LCRA). There was great teamwork on this project.

d. Corridor Enhancement Projects (Duane Smith)

1) Buttercup Veterinary Hospital

Duane Smith advised that the Buttercup Veterinary Hospital project has been completed and the total amount paid was \$31,577.05. He provided before and after photographs of the project.

President Rice called Items D3a through D3c up together.

D.3 Consider Revisions To Corridor Enhancement Program Application

- a. Current Enhancement Application
- b. Eligibility Criteria
- c. Funding Criteria

Duane Smith advised that staff reviewed the standard Corridor Enhancement Application that has been used since 2002. He advised that minimum revisions appear to be necessary. The revisions would incorporate recent changes approved by the Board such as sign replacement only, the addition of eligible roadways, and most recent high incident locations. A draft of the proposed revisions was sent to the subcommittee members on August 30th and no comments were received. Duane Smith advised that "Old 183" needed to be added and Item 15 needed to be removed from Attachment A. Charles Rowland, City Attorney, stated that the Board had conveyed their intent and suggested that they let Duane Smith research the revisions discussed and bring them back next month for their consideration.

President Rice called Items D4a through D4b up together.

D.4 Consider Revisions To Corridor Enhancement Program Matrix

- a. Review Current Program Matrix
- b. Review Proposed Revisions

Duane Smith advised that a pole sign matrix is not needed because an applicant is either replacing a pole sign with a monument sign, or they are not. If not, the application would not pass staff review, and would not be referred to the Board.

Vice President Allen stated that he would like to see a completed matrix from staff. Director Jahadi did not want to see a matrix completed by staff. Director Burger stated that just because staff provided a proposed matrix, the Board would not lose the chance for discussion. President Rice said the Board would continue to discuss the project as they do now. Duane Smith advised that he would provide a draft matrix for discussion at the next meeting.

D.5 Excuse Absences From 4B Board Meetings (None)

E.1 LIAISON UPDATES/ REPORTS

- a. Update On Science Center Committee Meetings (Wernecke)

Director Wernecke advised that she had not been able to attend the committee meeting so there was no update.

- b. Update On Gateway Sign Location Process (Wernecke, Jahadi, Harris)

Director Harris advised that the meeting went well. They were discussing the first locations to place the signs, whether large or small signs would be used, and whether to combine signs. The locations were discussed in Item D2b2. Director Wernecke advised that the Mayor and one City Council member are on the committee.

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 August 9, 2012 and August 23, 2012. **(No Items)**

b. Director And Staff Comments

Duane Smith advised that the 4B terms expire on October 1st. He suggested that he include the amendments to the Bylaws and Rules and Procedures to the next 4B meeting for consideration. The amendments would be on the change of meeting locations. The Bylaws state that officers are to be elected in November. He also advised that the Texas Economic Development Council (TEDC) Conference was scheduled for September 25-27, 2012. He asked that if any Board member wished to attend, they contact staff tomorrow.

c. 4B Board Member Closing Comments. **None.**

d. Board Member Request For Future Agenda Items.

Director Burger suggested that as the new fiscal year begins, he would like to ask the different Boards (Parks, 4A) to provide updates on their goals and strategies and master plans for the upcoming year. He suggested that the Board also needs to consider upcoming training opportunities. Director Jahadi requested that the sign committee advise what actions they can legally take. Charles Rowland advised that Director Jahadi to notify the legal department with the address of the location that is not complying with the sign ordinance and they will process the complaint.

e. Designate Representative To Attend Next Council Meeting On September 13, 2012 and September 27, 2012.

There are no 4B items scheduled for the September 13th agenda. The Service Tech AV project may be scheduled for either September 27th or October 11th.

Next Regular Scheduled 4B Meeting: Tuesday, October 9, 2012 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

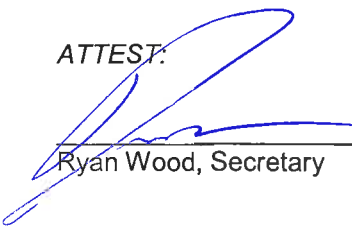
G.1 ADJOURNMENT

Meeting was adjourned at 8:08 PM.

PASSED AND APPROVED THIS 9TH DAY OF OCTOBER, 2012.



Brian Rice, President

ATTEST:


Ryan Wood, Secretary

