

MINUTES

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

Tuesday, October 9, 2012 at 6:30 PM

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

BOARD MEMBERS

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

- A.1 Call to Order, Quorum Determined, Meeting Declared Open
Meeting was called to order at 6:34 PM by President Rice noting that a quorum was present. Director Jahadi arrived at 6:40 PM during Item D1. Directors Burger and Wernecke were absent.
- A.2 Consider Approval of the Minutes
a. September 11, 2012 Regular Called 4B Board Meeting
MOTION: Secretary Wood moved to approve the September 11, 2012 Regular Called 4B Corporation meeting minutes as provided. Director Harris seconded the motion. The motion passed unanimously, 4-0 with three absent.
- 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.
Vice President Allen took his daughter to Brushy Creek Park for a run and appreciated that they had such a nice place to spend time together.
- 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
Aaron Rector, Budget Manager, advised that this would not be a formal presentation. The report was included in the packet. He was available to answer questions.
- B.2 Parks Project Report, - Curt Randa – **None.**
- B.3 Transportation Report – **None.**
- C.0 PUBLIC HEARING - **None.**
- D.0 DISCUSSION AND POSSIBLE ACTION

President Rice called Items D1a through D1b up together.

- D.1 Consider A Project Request From Transportation And Engineering Department To Approve A Revised Request For Funding Of RM 1431 Sidewalk Project In The Amount Of \$378,000
a. **Accept Proposed RM 1431 Sidewalk Project In The Amount Of \$378,000**

b. **Authorize Staff To Set Public Hearing Date And Publish Project Notice.**

Tom Gdala, Transportation Planner, made the presentation. He advised that Engineering was requesting funding for the RM 1431 Sidewalk and Pedestrian Bridge Project located on the north side between 183A Toll Road and Discovery Boulevard. A new funding opportunity was found for this project through the TxDOT Transportation Enhancement Program (TEP). The cost estimate for the project, including design and construction, is \$378,000. The City must fund 100% of the project cost up front including design and construction, but if the project is selected by TEP, TxDOT will reimburse the City up to 80% of eligible construction costs. Based on the estimates, this equates to approximately \$217,000 that would be reimbursed to 4B.

Tom Gdala advised that the Board had already supported \$78,000 for this project in their Fiscal Year 2013 budget. At that time, this project was anticipated to receive federal funds through Capital Area Metropolitan Planning Organization (CAMPO). Unfortunately, this project was not selected by CAMPO. Engineering requested that the \$300,000 funding previously considered for another engineering project (Main Street at New Hope Drive intersection improvement) be used for this project. Tom Gdala advised that the City owns the waterway so the City will have to fund the bridge. The pedestrian bridge is the predominant cost of this project.

There Board requested confirmation that the project had been selected by TEP before any funds are expended.

MOTION: Vice President Allen moved to approve funding of RM 1431 Sidewalk Project in an amount not to exceed \$378,000 from Community Enhancement Funds and to authorize staff to set public hearing date and publish project notice. Secretary Wood seconded the motion.

A project matrix was completed for the project. The project scored 65 points, exceeding the matrix goal of 50 points.

The motion passed unanimously, 5-0 with two absent.

President Rice called Items D2a through D2b up together.

D.2 Consider A Project Funding Request From Transportation And Engineering Department To Fund Proposed Sidewalk Gap Closure Phase II Project In The Amount Of \$100,000.

a. **Accept Proposed Sidewalk Gap Closure Phase II Project In The Amount Of \$100,000.**

b. **Authorize Staff To Set Public Hearing Date And Publish Project Notice.**

Tom Gdala made the presentation. The proposed Sidewalk Gap Closure Phase II Project was initially presented to the Board in June 2012. He requested funding for the following three non-arterial City-dependent sections in need of sidewalk gap closures: 1) Discovery Boulevard at CapMetro rail crossing (400 linear feet/both sides), 2) Buttercup Creek Boulevard (1100 linear feet from US 183 to existing sidewalk/southwest side), and 3) Treeline Drive (550 linear feet/sidewalk along south side to connect existing sidewalks). There was general discussion among the Board concerning the need to separately handle the sidewalk gap project from the sidewalk and pedestrian bridge project.

MOTION: Director Harris moved to approve funding the Sidewalk Gap Closure Phase II Project in an amount not to exceed \$100,000 from Community Enhancement Funds and to authorize staff to set public hearing date and to publish 60-day project notice. Director Jahadi seconded the motion.

A project matrix was completed for the project. The project scored 55 points, exceeding the matrix goal of 50 points.

The motion passed unanimously, 5-0 with two absent.

President Rice called Items D3a through D3b up together.

D.3 Consider A Project Funding Request From Parks Department To Fund Proposed Cedar Park Playground Shade Project In The Amount Of \$260,000

a. **Accept Proposed Cedar Park Playground Shade Project In The Amount Of \$260,000.**

b. **Authorize Staff To Set Public Hearing Date And Publish Project Notice.**

Curt Randa, Parks Director, made the presentation. He advised that a similar presentation was made to City Council in July. He advised that the Council fully supported the Park Shade Initiative. He discussed the benefits of shade structures, the inventory of what we have, and the inventory of what we need. He advised that we have twenty-eight total play structures. There are nine parks with high priority ranking. A high priority rank occurs when there are no trees or natural shade nearby. The nine parks needing shade structures are: 1) Cedar Bark Park, 2) Brushy Creek Sports Park, 3) Gann Ranch Park, 4) Lone Tree Park, 5) Heppner Bend Park, 6) Heritage Park, 7) Forest Oaks Park, 8) Park Place Park, and 9) Oakwood Glen Park. He advised that the top two were part of the original park improvement program presentation in July. Medium priority rankings were given to the following six parks because they had less hot plastic and some tree canopies nearby: 1) Veterans Memorial Park, 2) Brushy Creek Lake Park, 3) Prize Oaks Park, 4) Peggy Garner Park, 5) Carriage Hills Park, and 6) Janet Bartles Park. The following five parks had lower priority ranking because they had more tree cover: 1) Dana Lawson Park, 2) Goldfinch Park, 3) Wild Rose Park, 4) Nelson Ranch Park, and 5) Oakmont Forest Park. Eight parks were identified to have adequate shade. He advised that the nine high priority parks are dispersed throughout the City and would cost \$260,000.

There was much discussion among the Board concerning the shift in parks funding when compared to the original request in July. Curt Randa was asked if the additional funds would come from other park projects that were requested in July. He advised that they would be requesting funding for the other projects later.

MOTION: Director Jahadi moved to approve funding the Cedar Park Playground Shade Structure Project in an amount not to exceed \$225,000 from Community Enhancement Funds and to authorize staff to set public hearing date and to publish 60-day project notice. Secretary Wood seconded the motion.

A project matrix was completed for the project. The project scored 71 points, exceeding the matrix goal of 50 points.

The motion passed as follows:

Yes: Rice, Wood, Harris, Jahadi

No: Allen

Absent: Burger, Wernecke

Vice President Allen advised that he did not oppose the project, but he did not like the way it was done. This was a major shift in park project funding when the Board had already identified \$75,000 in funding to be applied toward shade structure projects.

President Rice called Items D4a through D4c up together.

D.4 Consider Technical Amendments to Rules And Procedures

- a. Amendment To Rule 1.1 Regular Meetings
- b. Amendment To Rule 1.6 Location Of Meetings And Work Sessions.
- c. Consider Resolution Approving Amendments To Rules and Procedures

Duane Smith advised that these technical amendments would change the meeting locations in the Rules and Procedures.

MOTION: Secretary Wood moved to approve the Resolution amending the Rules and Procedures Rule 1.1 and Rule 1.6 to change meeting location as presented. Director Jahadi seconded the motion. The motion passed unanimously, 5-0 with two absent.

President Rice called Items D5a through D5b up together.

D.5 Consider Technical Amendment To The Bylaws Of The Cedar Park Community Development Corporation

- a. Amendment To Article Two: Board Of Directors; Section 2.03 Regular Meeting; Place of Meeting
- b. Consider Resolution Approving Amendment To Article Two, Section 2.03

Duane Smith advised that the technical amendment would change the meeting locations in the Bylaws.

MOTION: Secretary Wood moved to approve the Resolution amending the Bylaws of the Cedar Park Community Development Corporation Article 2 Section 2.03 to change meeting location as presented. Director Jahadi seconded the motion. The motion passed unanimously, 5-0 with two absent.

President Rice called Items D6a through D6d up together.

- D.6 Consider Revisions To Corridor Enhancement Program Application, Short Form, And Matrix
- a. Current Enhancement Application
 - b. Revised Corridor Enhancement Application
 - c. Corridor Enhancement Short Form (Sign Removal/Replacement Only)
 - d. Revised Matrix

Duane Smith advised that the subcommittee had met two times. The Short Form is an abbreviated application for sign removal only. It was created to be manageable and not a burden for the applicant to complete.

There was general discussion among the Board concerning the goals of the program. They clarified that the maximum reimbursement for a sign pole removal and replacement was \$20,000 and the maximum reimbursement for a Corridor Enhancement Project was 75% of the balance of eligible costs up to \$50,000.

MOTION: Vice President Allen moved to approve the revisions to the Corridor Enhancement Program Application, Short Form and Matrix as presented. Secretary Wood seconded the motion. The motion passed unanimously, 5-0 with two absent.

- D.7 Consider Update By City Attorney's Office Related To City's Removal Authority, Procedures, And Process For Non-conforming/Abandoned Pole Signs (J. P. LeCompte, Assistant City Attorney)

J.P. LeCompte, Assistant City Attorney, provided an update on the City's non-conforming sign enforcement. The City does have some authority to handle non-conforming signs. The City is currently sending notices to businesses that have ceased to operate for more than one year. The businesses are being directed to contact 4B.

- D.8 Consider Draft 2013 4B Meeting Calendar

Duane Smith advised that the 2013 meeting calendar was provided for the Board to review. There was general discussion among the Board concerning the meeting scheduled during Spring Break 2013.

MOTION: Director Jahadi moved to accept the 2013 Meeting Calendar as presented. Secretary Wood seconded the motion. The motion passed unanimously, 5-0 with two absent.

- D.9 Excuse Absences From 4B Board Meetings (None)

President Rice called Items E1a through E1b up together.

- E.1 LIAISON UPDATES / REPORTS

- a. Update On Science Center Committee Meetings (Wernecke)
- b. Update On Gateway Sign Location Process (Wernecke, Jahadi, Harris)

Director Harris advised that there was nothing new on the Science Center Committee Meetings. Director Jahadi advised that there was no new information on the gateway sign location process since the last update. Duane Smith advised that these items will be kept on future agendas because we do not always know when the subcommittees meet.

- 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 September 13, 2012 and September 27, 2012. (No Items)

b. Director And Staff Comments

Duane Smith advised that the Texas Economic Development Council's workshop for December 14, 2012 is a one-day workshop on economic development sales tax. The Council meeting scheduled for October 11th has been rescheduled for October 18th. The Service Tech AV project will be on the consent agenda that night. The amendments for the Rules and Procedures and the Bylaws, the transportation grant approval, and the sidewalk projects will be on the October 25th agenda.

c. 4B Board Member Closing Comments.

Director Harris announced that three local football teams are ranked in the top twenty-five 4A teams.

d. Board Member Request For Future Agenda Items.

There were no requests from the Board. Duane Smith advised that the election of officers will be on the November agenda.

e. Designate Representative To Attend Next Council Meeting On October 18, 2012 and October 25, 2012.

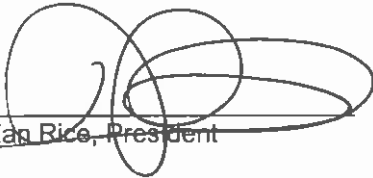
Vice President Allen advised that he would attend the October 18th meeting. Director Jahadi advised that he would attend the October 25th meeting.

Next Regular Scheduled 4B Meeting: Tuesday, November 13, 2012 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

G.1 ADJOURNMENT

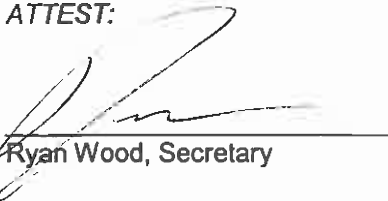
Meeting was adjourned at 8:48 PM.

PASSED AND APPROVED THIS 13TH DAY OF NOVEMBER, 2012.



Brian Rice, President

ATTEST:



Ryan Wood, Secretary