

## MINUTES

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

Tuesday, November 13, 2012 at 6:30 PM

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

BOARD MEMBERS

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

- A.1 Call to Order, Quorum Determined, Meeting Declared Open  
Meeting was called to order at 6:35 PM by Vice President Allen noting that a quorum was present. Director Harris arrived during Item A2. President Rice was absent.
- A.2 Consider Approval of the Minutes  
a. October 9, 2012 Regular Called 4B Board Meeting  
MOTION: Secretary Wood moved to approve the October 9, 2012 Regular Called 4B Corporation meeting minutes as provided. Director Jahadi seconded the motion. The motion passed as follows:  

Yes:	Wood, Allen, Jahadi, Harris
No:	None
Abstain:	Wernecke, Burger
Absent:	Rice
- 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 Jahadi advised that he attended the Texas Economic Development Council (TEDC) Annual Conference in September. Director Harris said he was proud of the Cedar Park high school teams. Secretary Wood commented on the Aggie's win. Director Allen advised that Dell volunteers cleaned up part of Brushy Creek. Vice President Burger commented that Veterans Day had been very busy. Director Wernecke advised that the Cedar Park Rotary Club had gone as a group to an event at the Cedar Park Center.
- A.5 Presentation - **None**
- B.0 STAFF REPORTS (DISCUSSION ONLY)
- B.1 Finance Report (Aaron Rector, Budget Manager)  
a. Quarterly Review Of FY 2011-2012 4B Revenues, Expenditures, And Fund Balance  
Aaron Rector, Assistant Director of Finance, advised that the quarterly report has unaudited numbers which are subject to change. He advised that the sales tax collected was 14% higher than budgeted. He reviewed the designated fund balance.
- B.2 Parks Project Report, - Curt Randa – **None.**
- B.3 Transportation Report – **None.**
- C.0 PUBLIC HEARING

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.

- C.1 Conduct A Public Hearing On a Request To Approve Funding For A RM 1431 Sidewalk Project In The Amount Of \$378,000.  
A public hearing was held on the above item. There being no public testimony, the public hearing was closed.
- C.2 Conduct A Public Hearing On A Request To Approve Funding For A Sidewalk Gap Closure Phase II Project In The Amount Of \$100,000.  
A public hearing was held on the above item. There being no public testimony, the public hearing was closed.
- C.3 Conduct A Public Hearing On A Request To Approve Funding For A Cedar Park Playground Shade Project In The Amount Of \$225,000.  
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

*Vice President Allen called Items D1a through D1b up together.*

- D.1 RM 1431 Sidewalk And Pedestrian Bridge Project
- a. Consider Authorization For The 4B Board President To Execute The Project Agreement For The RM 1431 Sidewalk Project In An Amount Not To Exceed \$378,000.
  - b. Consider Authorization For The 4B Board President To Execute The Resolution Recommending Funding To City Council For The RM 1431 Sidewalk Project In An Amount Not To Exceed \$378,000.

**MOTION:** Director Harris moved to authorize the 4B Board President to execute the Project Agreement for a RM 1431 Sidewalk and Pedestrian Bridge Project without waiting for the grant to be approved in an amount not to exceed \$378,000 and to authorize the 4B Board President to execute the Resolution recommending funding to City Council. Director Jahadi seconded the motion.

There was much discussion among the Board concerning the commitment of funds before the grant was approved. Darwin Marchell, Director of Engineering, advised that staff could provide updates and could decommit funds in July if the City did not receive the grant. There was discussion that this would be a great project even if the grant was not received.

The motion passed as follows:

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

Secretary Wood stated that he liked the project, but did not want to commit 4B funds unless the grant was approved.

*Vice President Allen called Items D2a through D2b up together.*

- D.2 Sidewalk Gap Closure Phase II Project In The Amount Of \$100,000.
- a. Consider Authorization For The 4B Board President To Execute The Project Agreement For The Sidewalk Gap Closure Phase II Project In The Amount Not To Exceed \$100,000.
  - b. Consider Authorization For The 4B Board President To Execute The Resolution Recommending Funding To City Council For The Sidewalk Gap Closure Project In An Amount Not To Exceed \$100,000.

**MOTION:** Director Jahadi moved to authorize the 4B Board President to execute the Project Agreement for a Sidewalk Gap Closure Phase II Project in an amount not to exceed \$100,000 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, 6-0 with one absent.

*Vice President Allen called Items D3a through D3b up together.*

- D.3 Cedar Park Playground Shade Project In The Amount Of \$225,000
- a. Consider Authorization For The 4B Board President To Execute The Project Agreement For The Cedar Park Playground Shade Project In The Amount Of \$225,000.
  - b. Consider Authorization For The 4B Board President To Execute The Resolution Recommending Funding To City Council For The Cedar Park Playground Shade Project In An Amount Not To Exceed \$225,000.

**MOTION:** Director Jahadi moved to authorize the 4B Board President to execute the Project Agreement for a Cedar Park Playground Shade Project in an amount not to exceed \$225,000 and to authorize the 4B Board President to execute the Resolution recommending funding to City Council. Secretary Wood seconded the motion. The motion passed as follows:

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

*Vice President Allen called Items D4a through D4c up together.*

- D.4 Consider A Project Funding Request From Engineering Department To Fund The Gateway Sign Project In The Amount Of \$500,000.
- a. Accept The Project Funding Request For The Gateway Sign Project In The Amount Of \$500,000.
  - b. Authorize Staff to Publish Project Notice And Set A Public Hearing Date.

Garret Bonn, Project Manager, made the presentation on this project. He advised that the Gateway Signage Committee met on September 4, 2012 to determine sign locations. They identified the following four priority locations for the gateway signage: 1) RM 1431 near Sam Bass Road, 2) 183A Toll Road at Brushy Creek Road, 3) US 183 (South Bell Boulevard) near Avery Ranch Boulevard, 4) Park Street overpass at 183A Toll Road, and 5) a shared marquee sign on southbound 183A Toll Road in front of the Cedar Park Center. There was much discussion among the Board concerning the amount of funding and the recommended locations.

**MOTION:** Director Jahadi moved to approve funding the Gateway Sign Project in an amount not to exceed \$450,000 from Community Identification Funds and to authorize staff to set public hearing date and to publish 60-day project notice with the priority of signs in the order as presented by staff.

No second was made so the Motion was withdrawn.

**MOTION:** Director Harris moved to approve funding the Gateway Sign Project in an amount not to exceed \$500,000 from Community Identification Funds and to authorize staff to set public hearing date and to publish 60-day project notice. Director Wernecke seconded the motion.

There was more discussion on the on the amount of funding requested. Director Jahadi advised that he would not support a motion for \$500,000. Secretary Wood suggested that \$450,000 without restrictions be considered. Director Burger suggested that the intent be considered which would make #4 less important.

**FRIENDLY AMENDMENT** requested by Vice President Allen: Project priority shall be the signage listed as 1, 2 and 3 in the proposal. Movant agreed. Second agreed.

Secretary Wood clarified that a vote in favor of the motion would not exclude locations listed as 4 and 5.

**MOTION RESTATED:** Approve funding the Gateway Sign Project in an amount not to exceed \$500,000 from Community Identification Funds and to authorize staff to set public hearing date and to publish 60-day project notice and that project priority shall be the signage listed as 1, 2 and 3 in the proposal. The motion passed as follows:

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

Vice President Allen recalled Item D.4 after Item D.7 to allow the Board to complete a matrix for this project. The project scored 72 points, exceeding the matrix goal of 50 points.

*Vice President Allen called Items D5a through D5b up together.*

D.5 Consider A Project Funding Request From Parks And Recreation Department To Conduct A Milburn Bike Park Feasibility Study In An Amount Of \$50,000.

- a. Accept A Request For A Milburn Bike Park Feasibility Study In An Amount Of \$50,000
- b. Authorize Staff To Publish The Project Notice And Set A Public Hearing Date

Curt Randa, Parks Director, made a presentation to the Board. This project evolved because bikes are not able to use the Brushy Creek Skate Park. This is a similar type project that would address the needs of a unique user group. Park staff would like to send out a Request for Qualifications (RFQ) to select a qualified consultant to perform the following pre-construction services for the proposed Bike Park at Milburn Park: site survey, envisioning, concept illustration, schematic design, stakeholder involvement, design development and budgeting. The Bike Park Feasibility Study would be a multi-generational facility that would provide a unique recreational opportunity that is not available anywhere else in the area.

There was general discussion among the Board concerning the timeline. Curt Randa advised that the goal would be a four to six month time frame. Director Burger asked that he explain the concept plan for the study. Curt Randa advised that a group of volunteers essentially put together the existing basic pump track located at the back of Milburn Park. There is a lot more space and facilities that could be made available if it was guided by a subject matter expert/consultant and a plan. Staff wants to determine: 1) what else they can put out there, 2) what should be put out there, 3) what it should look like, and 4) what it would cost.

**MOTION:** Secretary Wood moved to approve funding the Milburn Bike Park Feasibility Study Project in an amount not to exceed \$50,000 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 67 points, exceeding the matrix goal of 50 points.

The motion passed unanimously, 6-0 with one absent.

*Vice President Allen called Items D6a through D6b up together.*

D.6 Consider A Project Funding Request From Parks And Recreation Department To Fund The Veterans Memorial Park Community Garden Project In The Amount Of \$25,000.

- a. Accept A Request The Veterans Memorial Park Community Garden Project In An Amount Of \$25,000.
- b. Authorize Staff To Publish The Project Notice And Set Public Hearing Date.

Curt Randa made a presentation to the Board. He advised that they will use some of the parkland dedication funds for some of the soft costs to get the project started. The goal is to get the garden open by summer. The requested funds would be used to construct a 10,000 square foot facility that would provide rentable garden plots for up to forty gardeners. The Community Garden is planned to have security fencing, raised garden beds, accessible paths and garden plots as well as a rain water harvesting system. The garden would also be used for educational programs. It would be located at Veterans Memorial Park.

There was general discussion among the Board concerning how citizens obtain a plot in the garden. Curt Randa advised that there is currently a long waiting list. It is required that 10% of the food grown in the Community Garden goes to charity.

**MOTION:** Director Jahadi moved to approve funding the Veterans Memorial Park Community Garden Project in an amount not to exceed \$25,000 from Community Enhancement Funds and to authorize staff to set public hearing date and to publish 60-day project notice. Director Burger seconded the motion.

A project matrix was completed for the project. The project scored 63 points, exceeding the matrix goal of 50 points.

The motion passed unanimously, 6-0 with one absent.

*Vice President Allen called Items D7a through D7b up together.*

D.7 Consider Proposed Corridor Enhancement Project At 711 North Bell In An Amount Not To Exceed \$50,000.

a. Accept a Request For A Corridor Enhancement Project At 711 North Bell In An Amount Not To Exceed \$50,000

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

Duane Smith advised that this is the first project since the program was amended. The proposed project was initially presented a couple of months ago. Will Blair, Blair-Hill Landscape Architects, presented the project application for 711 North Bell Boulevard to the Board. The improvements included the following: 1) new concrete entry aprons with maximum turn radii and raised curbs; 2) fire lane and restriped parking, including handicap accessible parking stall; 3) cross-walk hatching and sidewalk extension from street to building; 4) removal of existing pole sign and installation of new monument sign; and 5) landscape, sidewalk, and sign lighting. There was general discussion among the Board concerning one-way entry/exit signs.

**MOTION:** Secretary Wood moved to approve funding the Corridor Enhancement Project at 711 North Bell Boulevard in an amount not to exceed \$50,000 from Community Enhancement Funds and to authorize staff to set public hearing date and to publish 60-day project notice. Director Burger 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, 6-0 with one absent.

*Vice President Allen recalled Item D.4. See Item D.4.*

*Vice President Allen called Items D8a through D8d up together.*

D.8 Consider Annual Election Of Community Development Corporation Officers For 2012-2013.

a. President

Secretary Wood nominated Brian Rice for President of 4B. Director Harris seconded the nomination. No other nominations were made. The nomination passed unanimously, 6-0, 1 absent.

b. Vice President

Director Wernecke nominated David Burger for Vice President of 4B. Secretary Wood seconded the nomination. No other nominations were made. David Burger accepted the nomination. The nomination passed unanimously, 6-0, 1 absent.

c. Secretary

Director Jahadi nominated Ryan Wood for Secretary of 4B. Director Burger seconded the nomination. No other nominations were made. Ryan wood accepted the nomination. The nomination passed unanimously, 6-0, 1 absent.

d. Treasurer

**Secretary Wood** nominated **Joseph Gonzales**, City Finance Director, for Treasurer of 4B. **Director Burger** seconded the nomination. No other nominations were made. The nomination passed unanimously, 6-0, 1 absent.

D.9 Excuse Absences From 4B Board Meetings

a. David Scott Burger From October 9, 2012 Meeting.

**MOTION: Secretary Wood** moved to excuse **Director Burger's** absence from the **October 9, 2012 4B Board Meeting**. **Director Jahadi** seconded the motion. The motion passed as follows:

**Yes: Wood, Jahadi, Harris, Wernecke, Allen**  
**No: None**  
**Abstain: Burger**  
**Absent: Rice**

b. Audrey Wernecke From October 9, 2012 Meeting.

**MOTION: Secretary Wood** moved to excuse **Director Wernecke's** absence from the **October 9, 2012 4B Board Meeting**. **Director Burger** seconded the motion. The motion passed as follows:

**Yes: Wood, Jahadi, Harris, Burger, Allen**  
**No: None**  
**Abstain: Wernecke**  
**Absent: Rice**

**Vice President Allen 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)

**There were no updates on these items.**

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 October 18, 2012 and October 25, 2012.

**The Amendments to the Bylaws and Rules of Procedure went to City Council. Director Wood was reappointed to 4B at the October 18<sup>th</sup> meeting.**

b. Director And Staff Comments -

**Duane Smith advised that tonight's items would go to City Council in December.**

c. 4B Board Member Closing Comments.

**Director Allen advised that even though it was a long meeting, the process worked. He appreciated all the work they did.**

d. Board Member Request For Future Agenda Items.

**Director Jahadi requested that the Corridor Enhancement Matrix be put on a future agenda.**

e. Designate Representative To Attend Next Council Meeting On November 29, 2012.

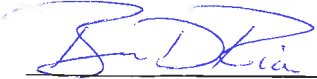
**There are no 4B related items on the Council agendas.**

Next Regular Scheduled 4B Meeting: Tuesday, December 11, 2012 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

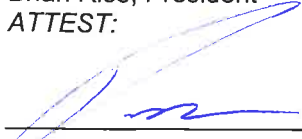
G.1 ADJOURNMENT

**Meeting was adjourned at 8:48 PM.**

PASSED AND APPROVED THIS 11<sup>TH</sup> DAY OF DECEMBER, 2012.



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Brian Rice, President  
ATTEST:



\_\_\_\_\_  
Ryan Wood, Secretary