



MINUTES

REGULAR CALLED MEETING OF THE COMMUNITY DEVELOPMENT (Type B) CORPORATION

Tuesday May 12, 2015 at 6:30 PM

Cedar Park City Hall Council Chambers

450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613

BOARD OF DIRECTORS

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Kaden Norton, Place 1 | <input type="checkbox"/> President David Burger, Place 2 | <input checked="" type="checkbox"/> Bob Lemon, Place 4 |
| <input checked="" type="checkbox"/> Vice President Brian Rice, Place 5 | | <input checked="" type="checkbox"/> Ryan Wood, Place 6 |
| <input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | | <input checked="" type="checkbox"/> Mel Kirkland, Place 7 |

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

Secretary Weibel called the meeting to order at 6:40 PM noting that a quorum was present.

A.2 Consider Approval of the Minutes.

- a) April 14, 2015 Regular Called Meeting.

Director Lemon moved to approve the minutes from the April 14, 2015 regular called Board meeting.

Director Norton seconded the motion and it passed with a 4-0 vote.

A.3 Citizen Communications

(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)

None.

Director Wood arrived at 6:42.

A.4 Board Members' Opening Comments.

None.

A.5 Presentations. (None)

B.0 STAFF REPORTS (DISCUSSION ONLY)

B.1 Finance Report – Aaron Rector, Assistant Finance Director

- a) Report On FY 2014-2015 Revenues, Expenditures, And Fund Balance.

Aaron Rector, Assistant Director of Finance, provided the Board with an update on the Board's current finances through March 2015. He explained that revenues to date are \$2,737,273. Total expenditures to date are \$931,108. Sales tax collected to date is \$2,723,312, which is 6.7% (\$170,514) higher than budget

and 12.6% (\$303,812) higher than FY14. He explained that first quarter 2015 transfers have been made for projects that have been approved so far and the Board can expect to see expenditures come in once construction begins on these projects.

Vice President Rice arrived at 6:45 P.M.

C.0 PUBLIC HEARINGS

- a) Public Hearing On A Proposed Project For Economic Development Incentives For VUV Analytics, An Analytical Laboratory Instrument Manufacturing Project In The Amount Of \$404,166. (Larry Holt, Assistant Economic Development Director)

No Public Comments.

D.0 DISCUSSION AND POSSIBLE ACTION

- D.1 Consider A Resolution Recommending Funding Of Economic Development Incentives For VUV Analytics In An Amount Not To Exceed \$404,166.

Larry Holt, Assistant Director of Economic Development, reminded the Board of the details of this proposed project. He explained that the proposed incentive package would offer \$404,166 and would require the creation of 91 jobs and the generation of 11 million dollars in taxable sales. The first payment milestone would occur after 45 jobs are created, the second milestone will be reached when 91 jobs are created and the final payment would occur following the required sales tax numbers be achieved. The agreement also includes \$52,000 up front for the build out of their Cedar Park facility.

Director Wood moved to authorize the President to execute the Resolution recommending funding for Economic Development Incentives For VUV Analytics to City Council for approval in an amount not to exceed \$404,166. Director Weibel seconded the motion and it passed with a 6-0 vote.

- D.2 Consider Acceptance Of A Proposed Project For CAMPO Funding Under The Transportation Alternatives Program In The Amount Of \$450,000 (Tom Gdala, Senior Engineering Associate)

Tom Gdala, Senior Engineering Associate, told the Board about a funding opportunity that is coming up. The Transportation Alternative Program (TAP) will make federal funding available to local governments through the Capital Area Metro Planning Organization (CAMPO). TAP funds are generally for bike and pedestrian mobility projects. Mr. Gdala explained that the City is interested in improving trail connectivity through the creation of an extension to the Brushy Creek Regional Trail. If Cedar Park is selected for funding, the City would be required to provide 100 percent of funding up front and would then receive reimbursement of up to 80 percent of construction costs. The Board expressed their support for the project and indicated that they would like staff to proceed with applying for funding for this project.

At the meeting the previous month, staff indicated that they anticipated the total project cost would be in the neighborhood of 300,000. However after reviewing recent bids and the extent of the proposed project, they have adjusted total project estimate to \$450,000 to err on the high side of what this project will likely cost. If the project were to cost that much, the City would be reimbursed for \$288,000 leaving the Board to cover \$162,000.

Director Wood asked if this would come from the funds currently in the Contract Services line item. Staff confirmed that if approved, funding would be moved from Contract Services.

The Board completed a Transportation Project Matrix and awarded the project a score of 74.

Director Weibel moved to authorize staff to set a date for a Public Hearing and to publish the 60-day Project Notice for funding of a proposed project for consideration by CAMPO under the Transportation Alternatives Program In The Amount Of \$450,000. Director Lemon seconded the motion and it passed with a 6-0 vote.

D.3 Consider Review And Revisions To Listings Of Proposed Projects.

a) Review And Refine Listing Of Proposed Projects.

Duane Smith, provided the Board with the list of project priority rankings that were determined at the last meeting. He pointed to 5 projects (water source study, support commercial interest around the Events Center, convention center and full service hotel, study of vacant corner lots, and planting trees outside the Cedar Park High School) that are either already completed, are currently in progress, or are outside the scope of the Board and advised that the Board not focus on those projects at this time. The Board indicated they were alright with removing those 5 projects from the priority list.

D.4 Consider Updates And Revisions To Board Subcommittee Designations.

The Board decided to disband 3 subcommittees: Transportation, Planning and Future Development and Planning/Parks subcommittees. They also made alterations to other subcommittee assignments.

The new subcommittee assignments are:

BOARDS AND COMMISSIONS:

Cedar Park Parks and Recreation Advisory Board

- ***Kaden Norton***

Cedar Park Finance Department

- ***Ryan Wood***

Cedar Park Chamber of Commerce

- ***Mel Kirkland***

COMMITTEES/SUBCOMMITTEES:

Economic Development Subcommittee

- ***Brian Rice***
- ***Ryan Wood***
- ***Dustin Weibel***

Corridor Enhancement /Pole Sign Replacement Program Subcommittee

- ***Kaden Norton***
- ***David Burger***
- ***Bob Lemon***

Strategic Plan Subcommittee

- ***David Burger***
- ***Mel Kirkland***
- ***Ryan Wood***

D.5 Consider Excuse Of Absences.

a) Brian Rice from the April 14, 2015 Board Meeting.

Director Wood moved to excuse the absence of Brian Rice from the April 14, 2015 Board meeting. Director Kirkland seconded the motion and the motion passed with a 5-0 vote.

E.0 Executive Session

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law, "The Community Development (Type B) Corporation Board may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections":

E.1 § 551.087 Deliberations Regarding Economic Development Negotiations:

- a. A National Supplement Product Manufacturing Prospect Proposed To Occupy Approximately 30,000 Sq. Ft. In The City Limits Of Cedar Park And To Create Primary Jobs.

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

Open Meeting

Reconvene into Open Meeting and consider action, if any, on items discussed in Executive Session.

No action was taken.

F.1 LIAISON UPDATES / REPORTS – DISCUSSION ONLY**G.1 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.)

- a) Delegate Report on Council Actions Directly Related to Items Of April 23, 2015 City Council Meetings.

Staff reported that the Brushy Creek Lake Park Improvements passed at April 23rd meeting.

- b) Director And Staff Comments

None

- c) Board Member Closing Comments

Director Rice thanked Director Lemon for running for City Council and for stepping up and wanting to contribute to the City. He encouraged citizens to vote in future elections.

- d) Board Member Requests For Future Agenda Items

Director Rice said that he would like the Strategic Plan Subcommittee to get together and then come back to the rest of the Board soon with an update.

Director Rice also reiterated that the Board does not have to go through the full budget process to move forward with a priority project and suggested that the Board consider moving forward with a project sooner than next year, especially if it shows up as a staff priority and a Board priority.

- e) Designate Representatives To Attend Council Meetings On May 21, June 11, and June 25, 2015.

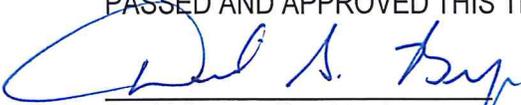
Director Norton volunteered to attend the meeting on June 25th. Director Kirkland volunteered to attend the meeting on the 21st of May.

Next Regular Scheduled Board Meeting **Tuesday, June 9, 2015 At 6:30 P.M.** In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

H.1 ADJOURNMENT

The meeting was adjourned at 8:15 P.M.

PASSED AND APPROVED THIS THE 9th DAY OF JUNE, 2015.



David Burger, President

ATTEST:



Dustin Weibel, Secretary

