



MINUTES

**SPECIAL CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Wednesday, February 15, 2017 at 6:30 PM
Multi-Purpose Room
450 Cypress Creek Road, Building Three
Cedar Park, Texas 78613**

BOARD OF DIRECTORS

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|---|---|
| <input type="checkbox"/> Kaden Norton, Place 1
<input checked="" type="checkbox"/> Dick Lewis, Place 5
<input checked="" type="checkbox"/> Dustin Weibel, Place 3 | <input checked="" type="checkbox"/> David Burger, Place 2, President
<input checked="" type="checkbox"/> Bob Lemon, Place 4 (V. P.)
<input checked="" type="checkbox"/> Ryan Wood, Place 6
<input checked="" type="checkbox"/> Mel Kirkland, Place 7 (Sect.) |
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Minutes

- A.1 **CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
President Burger called the meeting to order at 6:30PM noting that a quorum was present.
(Norton Absent)
- A.2 **Citizen Communications**
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)
Scott Smith addressed the Board. He listed and explained several concerns in the Ranch at Brushy Creek neighborhood related to trails, sidewalks and street lights. Additionally he stated that he would like to see a dog park developed closer to that neighborhood.
- A.3 **Board Members' Opening Comments.**
None.
- A.4 **Presentations**
None.

STAFF REPORTS (DISCUSSION ONLY)

- B.1 **First Quarter FY 2017 Report On Revenues, Expenditures, And Fund Balance. (Chad Tustison, Assistant Finance Director)**
Chad Tustison, Assistant Director of Finance, provided the Board with an overview of Board finances through the end of the 1st quarter of FY17. He explained that the currently projected

FY17 year end fund balance is \$4,006,790. He reminded the Board that the reduced fund balance level is due to the Bell Boulevard project that they approved funding for earlier this year. He explained that year to date sales tax collections are \$36,000 above budget and 7% over where they were at this period last year, with collections currently at \$6.29 Million. Staff also reviewed funding spent to date on Board approved projects.

Vice President Lemon asked if staff have fund balance projections for FY18 yet. Staff said that current projections show a net available balance in FY18 of \$2,157,853 for potential other projects beyond those previously discussed or approved.

Director Wood asked if staff expected to see a significant jump in sales tax revenues from new retail slated to open soon. Staff said that new retail development is expected to result in increased sales tax revenue.

CONSENT AGENDA

(Pursuant To Community Development Board Rule, the Consent Agenda consists of all items set forth on Agenda Items C.1, and C.2. The Consent Agenda May Be Approved By A Single Motion.)

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- C.1 Approval Of The Minutes Of The January 10 2017 Regular Called Meeting.
- C.2 Authorization To Excuse The Absence Of Dustin Weibel From The Regular Called Meeting Of January 10, 2017.
Vice President Lemon moved to approve the consent agenda as presented. Secretary Kirkland seconded the motion and it passed with a 6-0 vote.

PUBLIC HEARINGS

No Items Scheduled

REGULAR AGENDA

DISCUSSION AND POSSIBLE ACTION

- E.1 Consideration Of An Application Form And Process For Submission Of Board Initiated Community Development Projects For Budget Year 2017-2018.
Duane Smith, Staff Liaison to the Board, explained that the budget process has been moved up slightly this year and said that if Board members wished to submit a project for possible funding in next year's budget, the project form should be submitted by March 6, 2017. The Board will review these proposals at their March meeting and select those they wish to direct staff to look into and gather more information.

Director Wood asked if that will be enough time for staff to respond to proposals. Staff indicated that with the proposed timeline staff should have time to respond to board initiated projects.
- E.2 Consider A Revised Application Process For Submission Of Proposed Community Development Projects For Budget Year 2017-2018.
Duane Smith, Staff Liaison to the Board, explained that staff have been asked to submit preliminary project proposals by the end of February. A formal application process will begin in April including a more finalized list of projects and funding amounts. The goal is to have the Board's budget recommendation finalized at the June meeting.

Director Burger moved to approve the budget calendar as presented. Director Lewis seconded the motion and it passed with a 6-0 vote.

E.3 Consider Community Development Board Subcommittee Designations For 2017.

The Board reviewed the current subcommittee listings discussed on which subcommittees they were most interested in serving.

Secretary Kirkland moved to accept the Board member designation as described below. Vice President Lemon seconded the motion and it passed with a 6 -0 vote.

Parks and Recreation Advisory Board Subcommittee

- Kaden Norton
- Bob Lemon
- Dick Lewis

Finance Department

- Ryan Wood
- Mel Kirkland

Chamber of Commerce

- Mel Kirkland

Economic Development Subcommittee

- Kaden Norton
- David Burger
- Dustin Weibel

Transportation Subcommittee- Disbanded

Strategic Plan Subcommittee- Disbanded

Planning and Future Development Subcommittee- Disbanded

Planning/ Parks Subcommittee- Disbanded

Director Wood suggested looking into forming a Bell Blvd Subcommittee in the future and said that if there is an oversight board for the project, 4B is interested in having a voice on that.

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.)

F.1 Report on Council Actions Related to Board Items.
No items.

F.2 Board Member Closing Comments.

President Burger thanked the Board for being here at this special called meeting and mentioned that the next meeting is during spring break, and that may lead to quorum issues.

Director Lemon asked that next Board meeting be put on agenda as an action item in the future.

Next Regular Scheduled Board Meeting Tuesday, March 14, 2017 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

Joint City Council and Community Development Board Meeting Scheduled For Thursday, April 20, 2017.

G.1 ADJOURNMENT

The meeting was adjourned at 7:35 P.M.

PASSED AND APPROVED THIS THE 14th DAY OF MARCH, 2017.


David Burger, President VP

ATTEST:


Mel Kirkland, Secretary