



**MINUTES**

**REGULAR CALLED MEETING OF THE  
COMMUNITY DEVELOPMENT (Type B) CORPORATION  
Tuesday, May 9, 2017 at 6:30 PM  
City Council Chambers  
450 Cypress Creek Road, Building Four  
Cedar Park, Texas 78613**

**BOARD OF DIRECTORS**

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

**MINUTES**

- A.1 **CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**  
**President Burger called the meeting to order at 6:30 P.M. noting that a quorum was present.**
- 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.)*
- A.3 **Board Members' Opening Comments.**  
**Director Kirkland reminded everyone of military appreciation month.**  
  
**Vice President Lemon thanked military members for their service.**
- A.4 **Presentations**  
**None.**

**STAFF REPORTS**  
**(DISCUSSION ONLY)**

- B.1 Consider Quarterly Report On 2016-2017 Revenues, Expenditures, And Fund Balance. (Chad Tustison, Assistant Finance Director)  
**Chad Tustison, Assistant Director of Finance, provided the Board with a financial update. Sales tax revenue reports for 5 months are at \$90,000 over what was in the budget and 7.8% over the same period last year. To date, 44% of budgeted expenditures have been expended, and**

spending is therefore on track with what was projected. It is anticipated that the Board will end FY17 with an unencumbered fund balance of \$4.01 Million.

Vice President Lemon asked to be provided with something that shows how much funding the Board has received that would not have been available had that funding been used for participation in CAPMETRO.

Director Kirkland asked for an updated project list to be uploaded to the website.

- B.2 Consider Preliminary Estimates Of 2017-2018 Revenues and Fund Balance. (Chad Tustison, Assistant Finance Director)

Chad Tustison, Assistant Director of Finance, provided the Board with preliminary 2017-2018 revenues and fund balance. He explained that in FY18 it is anticipated that there will be Board revenues of \$6,816,548, and that \$1,214,379 is available for new projects. He also stated that depending on the level of minimum fund balance reserve determined by the Board, there may be \$2,301,737 in available fund balance that could additionally be utilized for future projects.

Director Wood requested that the chart included in the finance report be updated to include the projected revenue collections above what was included in the FY17 budget.

President Burger wanted to know if the Board approves expenditure of fund balance, when that funding is actually pulled out of the Board's fund balance. Chad explained that for the Bell Blvd Project \$10,000,000 that was approved this year, \$5,000,000 has been pulled from fund balance so far and the remainder will be transferred by the end of FY17.

Vice President Lemon asked that another line be added to the FY18 Preliminary Outlook and Long Range Plan that combines the amount for potential new projects and the net available fund balance to show how much could potentially be spent by the Board.

Director Wood and Secretary Kirkland both suggested that the Board consider adding existing economic development agreement amounts to the fund balance reserve.

### **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.)*

- C.1 Approval Of The Minutes Of The March 14, 2017 Regular Called Meeting.
- C.2 Authorization To Excuse The Absence Of David Burger From The Community Development Board Meeting Of March 14, 2017.
- C.3 Authorization To Excuse The Absence Of Dustin Weibel From The Community Development Board Meeting Of March 14, 2017.

**Director Wood moved to approve the consent agenda as presented. Vice President Lemon seconded the motion and it passed with a 5-0 vote.**

**PUBLIC HEARINGS**

D.1 **No Items Scheduled**

**REGULAR AGENDA**  
**DISCUSSION AND POSSIBLE ACTION**

- E.1 Consideration Of A Transportation Project To Provide For The Design And Construction Of Right Turn Lanes On Whitestone Boulevard At Walton Way, Discovery Blvd And The Railyard; And On Lakeline Boulevard At W. Park Street And Treeline Drive; And Extending The Turn Lanes On Lakeline Boulevard At New Hope Drive In An Amount Not To Exceed \$1,400,000.

**Darwin Marchell, Director of Engineering, provided an overview of the proposed transportation projects. In total the proposed projects cost \$1,400,000. \$700,000 is for three turn lanes on Lakeline Blvd, and \$700,000 is for two turn lanes on Whitestone Blvd.**

**The Board accepted the staff scoring for the project, which was a score of 62 on the transportation project matrix.**

**Director Wood made a motion to accept the proposed project for intersection improvements at various locations as presented in an amount not to exceed \$1,400,000 and to authorize staff to set a date for a Public Hearing and to publish the Project Notice. Secretary Kirkland seconded the motion and it passed with a 5-0 vote.**

- E.2 Consider Applications For Proposed Projects/Programs Submitted For Fiscal Year 2017-2018 Community Development Corporation Funding Consideration, including:

a. Economic Development - Phil Brewer

- 1) Consider A Proposal For Funding For 2018 Economic Development Incentives In An Amount Not To Exceed \$781,606.

**Duane explained that the amount requested for FY18 is the amount of previously approved Economic Development projects that are anticipated to come due in FY18.**

b. Community Enhancements

Community Development – Duane Smith

- 1) Consider A Project Proposal For Funding Of The Corridor Enhancement Program In An Amount Not To Exceed \$50,000.

**Duane explained that last year \$100,000 was allocated for corridor enhancement projects. At this time we have no pending projects and he requests that \$50,000 be allocated to for FY18.**

Parks Department – Curt Randa

- 2) Consider A Project Proposal For Funding Of Improvements To The Town Center Trail And Pedestrian Bridge In An Amount Not To Exceed \$550,000.

**Curt Randa, Parks and Recreation Director, provided the Board with an overview of the proposed project which would convert the current crushed granite portions of the trail to concrete and would install a pedestrian bridge at the low water crossing.**

Engineering And Transportation – Darwin Marchell/Tom Gdala

- 3) Consider A Project Proposal For The Design And Construction Of Improvements And Reconstruction Of Little Elm And Fire Lane In An Amount Not To Exceed \$650,000.

- 4) Consider A Project Proposal To For The Design And Construction Of Right Turn Lanes On Ronald Reagan Boulevard At Caballo Ranch Boulevard In An Amount Not To Exceed \$250,000.

**Darwin Marchell, Director of Engineering provided an overview of the proposed engineering projects for FY18 which would reconstruct Little Elm and Fire Lane Rd and would construct right turn lanes on Ronald Reagan at Caballo Ranch.**

c. Community Identification

- 1) Consider A Project Proposal For The Design And Installation For Replacement Of Pole Mounted Street Signs In An Amount Not To Exceed \$300,000.

**Keith Vaughn from the Public Works Department provided the Board with the FY18 request for funding to continue the process of replacing the street signs throughout the city with new pole mounted logo street signs in an amount of \$300,000.**

d. Destination City

- 1) Consider A Proposal For Funding Of The Bell Boulevard Redevelopment Project In An Amount Not To Exceed \$4 Million.

**Katherine Caffrey, Assistant City Manager, reminded the board that \$10,000,000 was allocated in FY17, and before them tonight is a request for \$4,000,000 for FY18. An additional \$4,000,000 is anticipated for FY19.**

**The Board requested an Executive Session be convened for discussion related to Agenda Item E.2.d.**

**The City Attorney stated that any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code.**

**Section § 551.071 (2) Consultation With Attorney Regarding Matters In Which The Duty Of The Attorney To The Governmental Body Under The Texas Disciplinary Rules Of Professional Conduct Of The State Bar Of Texas Clearly Conflict With This Chapter, and Section § 551.072 Deliberation Of The Purchase, Exchange, Lease, Or Value Of Real Property**

- a. **Legal Issues Concerning Implementation And Development Related To The Bell Boulevard Redevelopment Project.**

**Pursuant To Provisions Of Chapter 551 of the Texas Government Code the Board recessed for an Executive Session for discussions related to Agenda Item E.2.d with the City Attorney at 7:14 P.M..**

**The Board reconvened into an open session at 7:27 P.M.**

**No action was taken during the Executive Session.**

**There was no further discussion related to this item.**

- E.3 Consider Project Requests As Proposed For Consideration By The Community Development Board, including:

a. Community Identification

- 1) Consider Purchase And Installation Of Light Pole Banners At Select Locations In An Amount Not To Exceed \$25,000. (Lewis)

**Curt Randa explained that at their last meeting the PACE Board expressed their support for the following projects: Light Pole Banners, Milburn Clubhouse, and Bike Trails. He stated that he believes it would be best to start feasibility and scoping studies for the Clubhouse and the Bike Trails projects with anticipated costs for those studies of \$15,000 each.**

**Mary McCarthy and Julie Hastings from the PACE Board were present and expressed their support for the projects. Additionally they expressed the PACE Board's desire to be involved in the design of the light pole banners.**

**The Board expressed concerns regarding the amount requested for the light pole banners, and asked the PACE Board to consider the amount and the revised scope and return with a recommendation. Dick Lewis offered to liaise with PACE.**

b. Parks

- 1) Consider An Indoor/Outdoor Clubhouse Facility At Milburn Park In An Amount To Be Determined. (Lemon)
- 2) Consider Mountain Bike Trails Or Facilities In An Amount To Be Determined. (Lemon)
- 3) Consider A Pedestrian Bridge At The Town Center Spillway In An Amount To Be Determined. (Kirkland)
- 4) Consider Town Center Trail Improvements In An Amount To Be Determined. (Kirkland)
- 5) Consider A Pedestrian Bridge Over Bell Boulevard At Little Elm Trail In An Amount To Be Determined. (Kirkland)

**Curt Randa, Parks and Recreation Director, also explained that pedestrian connectivity is being added to the scope of service for the Lakeline Park master planning, which will help address pedestrian needs in the area.**

- E.4 Consider Scheduling A Day And Time For A Community Development (Type B) Corporation Board Budget Work Session.

**The Board determined that a work session is not necessary. Director Wood thanked staff for their work in the budget process. Director Wood also said he would like the Board to give thought to how much they would like to spend and discuss this further at the next meeting.**

### 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.

**None.**

- F.2 Board Member Closing Comments.

**Secretary Kirkland asked for an Economic development update to assist with future planning. Vice President Lemon stated that he would like that presentation to include actual dates of when payments are anticipated to be due.**

President Burger requested an item to discuss policy issues related to the sign ordinance and the corridor enhancement program.

Next Regular Scheduled Board Meeting Tuesday, June 13, 2017 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

**G.1 ADJOURNMENT**

Secretary Kirkland recognized new Council member, Heather Jefts, in the audience.

The meeting adjourned at 8:20 P.M.

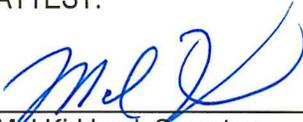
PASSED AND APPROVED THIS THE 13<sup>th</sup> DAY OF JUNE, 2017.



David Burger, President

VP

ATTEST:



Mel Kirkland, Secretary