



# Community Engagement Grant Application

Date of Approval: 11.30.2022

# Mission

*Our mission is to actively pursue opportunities to become a regional employment center in the areas of business retention, expansion and attraction as a means of promoting economic development within the City of Pflugerville, providing quality job opportunities for citizens to work locally and replace commuting time with family and community time.*

## Contact Us

**Pflugerville Community Development Corp.**  
3801 Helios Way, Suite 130  
Pflugerville, TX 78660.

P : 512.990.3725  
E : [info@pfdevelopment.com](mailto:info@pfdevelopment.com)

[www.pfdevelopment.com](http://www.pfdevelopment.com)

# COMMUNITY ENGAGEMENT GRANT

## Before You Begin

### WHAT IS THE PURPOSE OF THE PCDC COMMUNITY ENGAGEMENT GRANT PROGRAM?

Recognizing its public responsibility to enhance the quality of life for current and future residents of the City of Pflugerville, the Pflugerville Community Development Corporation ("PCDC") developed the Community Engagement Grant Program (CEGP) that encourage partnerships with other responsible parties to fund annual grants for the expansion of community parks and recreational facilities, workforce training and to provide assistance to local businesses that create primary jobs through improved transportation facility and infrastructure projects in the City of Pflugerville and its Extra Territorial Jurisdiction (ETJ), and to provide assistance to local businesses that create primary jobs through improved transportation facilities and infrastructure projects.

The PCDC Board of Directors has authorized this Program and sets forth the following guidelines and criteria for awarding Grants that meet the requirements of a designated "project" under Section 505.151, Authorized Projects, and Section 505.152, Projects Related to Recreational or Community Facilities, Texas Local Government Code. Monies authorized for this Program are budgeted by the PCDC Board and authorized annually by the Pflugerville City Council. Grants are awarded following a pre-approval process and final action by the PCDC Board of Directors.

### WHO IS ELIGIBLE TO APPLY?

1. Projects must be in the City of Pflugerville or its extra-territorial jurisdiction.
2. Grant requests require a one-to-one cash or in-kind match unless waived by the Board of Directors.
3. Acceptable grant projects generally fall into one of the following categories and must be used in accordance with the requirements set out in Chapter 505, Texas Local Government Code:
  - Public parks and recreation improvements
  - Public infrastructure or utility improvements in public right-of-way
  - Workforce training equipment, curriculum, or third-party training
  - Transportation related expenditures

The PCDC grant awards will be issued to the applicant or organization in one of two ways:

1. Reimbursement for pre-determined qualified expenditures.
2. Paid directly to the vendor or supplier based on the terms and conditions specified by the PCDC Board of Directors.

The availability of funds and determining eligibility and requirements for additional terms and conditions for Grant awards is solely at the discretion of the PCDC Board of Directors. The Board reserves the right to amend this Program and provide designated funding as needed through resolutions or other actions during any fiscal year.

Acceptance of a Grant is evidence of the applicant's agreement to use the Grant funds for the purposes stated in the Grant application and in accordance with this Program and state law. The PCDC Board of Directors considers allocation of funds each year for the CEGP. Approval is discretionary with the Board and must be approved by the City Council.

Final Evaluation and expenditure reports are required for every grant awarded.

# COMMUNITY ENGAGEMENT GRANT Application

PLEASE COMPLETE THE FOLLOWING APPLICATION WITH REQUIRED ATTACHMENTS AND FORWARD TO PCDC:

**Pflugerville Community Development Corporation**  
3801 Helios Way, Suite 130  
Pflugerville, TX 78660

Date of Application: April 25, 2025

Legal Name of Organization: Rotary Club of Pflugerville  
(Should be the same as on IRS determination letter and as supplied on IRS Form 990)

Applicant: Jeff Stefek Email Address: jeffstefekrotary@gmail.com

Contact Person/Title (If different from Applicant): Both Jeff Stefek and Barbara are contacts: Barbara Najera, Treasurer, bnajera8.rotary@gmail.com

Address(principal/administrative office): P.O. Box 1513, Pflugerville, TX 78691

City: Pflugerville State: TX Zip Code: 78660

Mailing Address, if different from above: same

Phone: (512) 965-6014 Fax: \_\_\_\_\_

Website: www.pflugervillerotary.org

Project Name: Pfluger Park Pavillion

Purpose: To build a Pavillion at Pfluger Park. Over the concrete picnic table area.

Amount Requested: \$ 25,000 Total Project Cost: \$ 75,000

Beginning and Ending Dates of Project: July 1, 2025 - October 10, 2025

☐ Brief description of the project: (If additional space is needed, please use a blank page at the end of this application and attach it prior to submission.)

The Rotary Club of Pflugerville is proposing the construction of a new 30' x 90' pavilion at Pfluger Park through an anticipated partnership with both the City of Pflugerville and the Pflugerville Community Development Corporation. This pavilion will serve as a multifunctional community space for public gatherings, recreational activities, educational programs, and local events. The project is rooted in community enhancement and accessibility, with the goal of increasing usage of public green space while fostering civic engagement.

To maintain visual and structural continuity across the city's park system, the design will draw inspiration from the existing pavilion at Gilleland Creek Park, aligning with the city's current architectural standards and aesthetic guidelines. Preliminary concept drawings have been completed to support the planning and execution phases of the project. In addition to the pavilion structure itself, we plan to collaborate with the Pflugerville Parks and Recreation Department on complementary landscaping and plantings to further enhance the visual appeal and integration of the pavilion within the park's natural environment.

# COMMUNITY ENGAGEMENT GRANT

## Application Continued

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### ☐ Outcomes you plan to achieve:

This project aims to (1) create a durable, accessible, and aesthetically consistent pavilion that enhances the year-round usability of Pfluger Park for both residents and visitors; (2) provide a dedicated space for public events, Rotary Club programs, cultural celebrations, and educational gatherings to foster greater community engagement; (3) improve local quality of life by expanding recreational infrastructure in a centrally located, high-use public area; (4) encourage outdoor activity, health, and wellness through the addition of a shaded, weather-protected space; (5) strengthen collaboration among nonprofit organizations, city departments, and development partners to deliver a meaningful and lasting public asset; (6) and align with Pflugerville's long-term efforts to improve quality of life through accessible, community-oriented park enhancements.

### ☐ Who the project serves and why it is important:

This project will serve the entire Pflugerville community, including families, youth groups, seniors, service organizations, and visitors who use Pfluger Park as a central gathering space. As one of the city's most active parks, Pfluger Park plays a vital role in providing access to nature, recreation, and community events. However, its current infrastructure lacks adequate covered, flexible-use space to accommodate growing community needs. The new pavilion will offer a shaded, well-designed structure that enhances comfort, safety, and usability for a wide range of public events and everyday park use. By investing in a versatile and community-focused amenity, this project supports Pflugerville's goal of improving quality of life and increasing access to shared public spaces.

### ☐ Why your organization should receive the funds to implement the project and how the funds will be spent.

The Rotary Club of Pflugerville has a long-standing history of service and civic leadership in the community, with a concentrated focus on Pfluger Park over the years. From organizing community events and park cleanups, the club has consistently invested time, resources, and energy into making Pfluger Park a vibrant and welcoming space for all. The estimated total cost of the pavilion is \$75,000. Funding is expected to be a three-way partnership, with the Rotary Club of Pflugerville contributing \$25,000, the City of Pflugerville contributing \$25,000, and the remaining \$25,000 requested through this Community Engagement Grant. While project costs are still being finalized, we feel confident in this shared funding model and the scope of work outlined in our preliminary planning.

As part of our ongoing collaboration with the City, we also intend to work closely with the Pflugerville Parks and Recreation Department to incorporate appropriate landscaping around the pavilion. This will ensure the project is both functionally and visually aligned with the broader park environment and city standards.

Grant funds received from the PCDC would go directly toward construction-related expenses such as materials and labor. This shared financial responsibility reflects our belief that collaborative investment leads to greater community impact and long-term success.

# COMMUNITY ENGAGEMENT GRANT

## Application Continued

*If you are collaborating with other organizations please include letters of support. If additional space is needed, please use a blank page at the end of this application and attach it prior to submission.*

- ☐ Provide a detailed list of all equipment and/or anticipated costs for reimbursement or include attachment with application.

Based on preliminary estimates provided by a contractor, the projected cost for the pavilion project is approximately \$66,325. With the rising and often unpredictable cost of construction materials, we have built in a buffer of \$8,675 within our total \$75,000 budget. This will allow us the flexibility to complete additional elements such as landscaping, lighting, or other enhancements in coordination with the City of Pflugerville Parks and Recreation Department.

Estimated costs include:

Pavilion structure: \$49,450 for materials and installation of a 30' x 90' open-air pavilion

Concrete extension and column reinforcement: \$14,375 for expanding the concrete pad and ensuring long-term structural integrity

Electric budget placeholder: \$2,500 to prepare for basic electrical components or future power needs

We are confident that these estimates reflect a realistic and responsible scope. Should final costs exceed the current projection, the Rotary Club of Pflugerville is prepared to cover any additional expenses to ensure successful completion of the project.

- ☐ Provide expenses and a list of necessary equipment with purpose descriptions.

The Rotary Club of Pflugerville will contract with a qualified builder to complete all aspects of the pavilion construction. The contractor will provide all necessary labor, tools, equipment, and materials required for the successful execution of the project. This project benefits from an existing concrete platform at the proposed site, which will reduce overall construction costs. A portion of the budget is allocated for extending and reinforcing this platform to accommodate the new structure. As such, the Rotary Club will not be directly purchasing or managing individual equipment. Instead, project funding will be used to cover:

- \* Pavilion construction materials (e.g., structural steel, roofing, lumber) – to construct the new 30' x 90' open-air pavilion

- \* Concrete extension and column reinforcement – to ensure stability and long-term durability, building upon the existing platform

- \* Electrical infrastructure (as needed) – placeholder for future lighting or power accessibility

- \* Contractor-supplied tools and equipment – necessary to complete grading, installation, framing, and finishing work

All materials and labor will be bundled into the contractor's scope of work, and the Rotary Club will coordinate closely with the City of Pflugerville to ensure alignment with park standards and efficient use of resources.

- ☐ Please describe matching funds and/or in-kind contributions.

The Rotary Club of Pflugerville is committed to providing \$25,000 toward this project as part of a three-way partnership with the City of Pflugerville and the Pflugerville Community Development Corporation. Our contribution will include funding from the Rotary District 5870 District Assistance Program (DAP) Grant, which is sourced from member contributions to The Rotary Foundation's Annual Fund-SHARE program. For the 2025–2026 cycle, the Rotary Club of Pflugerville has been awarded \$10,537 through this grant and anticipates a potential 15% increase based on final district allocations.

See page 8 for additional information

Signatures: **See signed page below**

Applicant, Title

Date:

Executive Director, PCDC

Date:



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Jeff Stefel Rotary Club of Pflugerville President Elect 4/25/2025

Applicant, Title

Date:

\_\_\_\_\_  
Executive Director, PCDC

\_\_\_\_\_  
Date:

*For information, call or visit:*

Pflugerville Community Development Corporation  
3801 Helios Way, Suite 130, Pflugerville, TX 78660  
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# Additional Page

*Please ensure you include the section title or question number for which you are providing additional information to ensure proper placement of the extra page.*

Page 6

Please describe matching funds and/or in-kind contributions. (continued)

The remaining amount needed to fulfill our \$25,000 match will be funded directly by the Rotary Club of Pflugerville. No in-kind contributions are being applied toward the match at this time, though club members will be actively involved in coordination and support throughout the project. Together with the anticipated \$25,000 contribution from the City of Pflugerville and \$25,000 requested through this grant, these combined funds will fully support the \$75,000 project budget.

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