

City of Pflugerville



PFLUGERVILLE | a r o
COMMUNITY DEVELOPMENT | O

Minutes - Final

Wednesday, April 17, 2024

6:00 PM

Regular Meeting

3801 Helios Way, Ste. 130

Pflugerville Community Development Corporation
(PCDC)

You are invited to a Zoom webinar.

When: Apr 17, 2024 06:00 PM Central Time (US and Canada)

Topic: PCDC Regular Board Meeting

Please click the link below to join the webinar:

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1. Call to Order

Board President, Jeff Thompson called the meeting to order at 6:00 p.m. Additional board members present were Victor Gonzales, Ceasar Ruiz, Darelle White, Oscar Mitchell, and Adam Rosenfield. Absent: Jim McDonald - PCDC Staff present: Christian Kurtz, Crystal Connally, Veronica Ramirez, Alisa Richey and Salom Tsoka, Josh Weber-Brockman, PCDC attorney. Amy Madison attended virtually. City staff present, James Hartshorn.

2. Opening

2A. Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America and to the Republic for which it stands; One Nation under God, indivisible, with liberty and justice for all.

2B. Pledge of Allegiance to the Texas State Flag: Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3. Items of Community Interest

Crystal Connally, Business Retention and Workforce Director, said that the Mayor will read a proclamation announcing Economic Development Week, May 6-10, 2024. PCDC will be hosting a drop-in social in celebration of Economic Development from 11:00-1:00pm on May 8. Mr. Gonzales gave condolences regarding the passing of Howard Brunson and a moment of silence was then given. Jeff Thompson closed Items of Community of Interest.

Pursuant to Texas Government Code Sec. 551.0415, a member of the Board or PCDC staff may announce items of community interest during a meeting of the governing body without having given notice of the subject of the announcement. "Items of community interest" includes:

(1) expressions of thanks, congratulations, or condolence; (2) information regarding holiday schedules; (3) an honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision; (4) a reminder about an upcoming event organized or sponsored by the governing body; (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

4. Public Comment

No public comment was received.

In accordance with the Texas Attorney General's Opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the PCDC Board. No formal action, discussion, deliberation, or comment will be made by the PCDC Board. Each person providing public comment will be limited to 3 minutes.

Reading of the Consent Agenda

The following items may be acted upon in a single motion. Not separate discussion or action on any of these items will be held unless requested by a member of the PCDC Board. Public comment on consent agenda items may be heard without removing the item from the consent agenda. Each person providing public comment will be limited to 3 minutes.

5. Consent Agenda

- 5A. Approving the minutes of the March 20, 2024 Regular Board Meeting.
- 5B. Accepting the PCDC FY24 Q2 Financial and Investment Reports.

Action on Consent Agenda Items

Mr. Gonzales motioned to approve all items on the Consent Agenda. Adam Rosenfield seconded. Approved 6-0. Mr. Oscar Mitchell motioned to recognize Amy Madison due to her recent announcement of resignation that she be recognized as a Director Emeritus and all duties that includes. Mr. Darelle White stated that the item is on the agenda for Executive Session and should be motioned after Executive Session. Mr. Thompson tabled the item until then.

6. Regular Agenda

- 6A.** Discussion regarding the PCDC Quarterly Calendar.
- Comments were heard. Mr. Christian Kurtz noted that Amy Madison is attending tonight's meeting virtually under the direction of her doctor. Mr. Adam Rosenfield noted and discussed the positive feed back that he heard regarding the SH130 Pfarm to Pfab luncheon. He thanked PCDC staff for their work and mentioned that maybe this type of luncheon could be held more frequently. Mr. Kurtz replied to Mr. Rosenfield. Ms. Amy Madison gave a brief summary on upcoming events on the PCDC calendar. Mr. Rosenfield inquired about staff attendance at the upcoming IEDC conference in Spokane, WA. Mr. Kurtz noted that due to the transitions in staff and operations, no staff are scheduled currently.**
- 6B.** Discuss and consider action granting a Purchase Agreement with the City of Pflugerville for a permanent easement and temporary construction easement for the Secondary Colorado Raw Water Pipeline and authorizing the President to execute the same.
- Mr. Thompson opened up the item for discussion. Mr. Jeff Dunsworth, City Engineer, gave a summary of the City's request referencing a Purchase Agreement with the City of Pflugerville for a permanent easement and temporary construction easement for the Secondary Colorado Raw Water Pipeline that is upon and across two tracts of land owned by the Pflugerville Community Development Corporation. Mr. White motioned to approve. Mr. Rosenfield seconded. Approved 6-0.**
- 6C.** Discuss and consider action approving Resolution 2024-004 by the Board of Directors of the Pflugerville Community Development Corporation authorizing signature approval and authority to designated representatives to carry out banking and financial services on behalf of the corporation.
- Mr. Thompson opened for discussion. Ms. Madison gave a brief summary of the Finance Transition with the City and introduced Tracy Waldron, Finance Director for the City of Pflugerville, to provide a progress report for the month of April. Mr. White motioned to approve. Mr. Ruiz seconded. Passed 6-0.**
- 6D.** Discuss and consider action approving a revised PCDC's Comprehensive Economic Development Strategic Plan 3.0 (CEDS 3.0).
- Mr. Thompson opened the item for discussion. Ms. Madison gave a summary of revisions and noted that with the exception of a goal to fund Parks and Recreation projects, there were no significant changes to the essence of the report. Mr. Rosenfield motioned to accept. Mr. Thompson seconded. Passed 6-0.**
- 6E.** Discussion and consider action approving a Professional Services Agreement in the amount of \$243,400.00 with DCS for engineering and final design services to connect Helios Way Right-in and Right-out

Driveway to SH130 Frontage road and authorizing the Executive Director to execute the same.

Mr. Thompson opened the item for discussion. Ms. Madison gave the history and summary of this project. Mr. Strozewski, DCS Engineering, presented more history and visuals of Helios Way from the standpoint of the development of the One Thirty Business Park. Mr. Strozewski gave the results and projections of traffic flow for the business park and how access at Helios Way can impact the flow. He discussed what has been accomplished thus far and an estimated project schedule. Ms. Madison discussed how the Property Owners Association of the business park, once the access is complete, has agreed to provide funding through assessment fees for any future maintenance needed. Mr. Thompson motioned to approve. Mr. Mitchell seconded. Passed 6-0.

6F.

1.) Executive Session Item: Deliberations, pursuant to Chapter 551.074 of the Texas Government Code, on personnel matters including the appointment, employment, evaluation, reassignment and duties of a public officer or employee: a) Executive Director and b) Financial Coordinator

2.) Executive Session Item: Deliberations in accordance with Sections 551.071 and 551.087 of the Texas Government Code to discuss economic development negotiations and financial information received from businesses expanding or relocating in the City of Pflugerville and to seek legal advice regarding such projects, incentives, and negotiations, including project: Top Floor

3.) Open Session Item: Discuss and consider action on Executive Session items as needed.

Mr. Thompson called for Executive Session at 7:08 p.m. Returned at 10:29 p.m. Mr. Thompson discussed under Open Session the request for action on item 6F. Mr. Mitchell motioned to designate Amy Madison Executive Director Emeritus and the board work with PCDC staff to finalize criteria. Mr. Rosenfield seconded. Passed 6-0.

6G.

1.) Executive Session: Discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code: "to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee": Pflugerville Community Development Corporation Attorney. 2.) Open Session Item: Discuss and consider action regarding Pflugerville Community Development Corporation legal services.

Mr. Thompson called Executive Session for item 6G at 7:17 p.m. Returned at 10:29 p.m. No action was taken.

7. Adjourn

Mr. Thompson adjourned at 10:31 p.m.

Approved as submitted on May 15, 2024.

Respectfully submitted by, Alisa Richey, Executive Assistant.

The Pflugerville Community Development Corporation may retire to executive session any time between the meeting's opening and adjournment on any item listed on the Agenda for the purpose of consultation with legal counsel pursuant to Section 551.071 of the Texas Government Code; discussion of real estate pursuant to Section 551.072 of the Texas Government Code; and/or deliberation regarding economic development negotiations pursuant to Section 551.087 of the Texas Government Code by majority vote of the Board. Action, if any, will be taken in open session. PCDC President, Jeff Thompson.

This is to certify that a copy of this agenda for this meeting was posted on the bulletin board located at the City Municipal Building on the 12th of April, 2024, at 5:00PM pursuant to Section 551.041, Government Code. The Pflugerville Community Development Corporation is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Requests to speak during Public Comment must be received at least 2 hours prior to the meeting. To request to speak please contact Alisa Richey, Executive Assistant at alisar@pfdevelopment.com or 512-990-3725 for information. This agenda has been reviewed and approved by the PCDC's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of the Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion. Attendance By Other Elected or Appointed Officials: It is anticipated that members of the City Council and/or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the City Council and/or other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council and/or other boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council and/or other boards, commissions and/or committees of the City, whose members may be in attendance.

The members of the City Council and/or boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for the City Council or board, commission or committee subject to the Texas Open Meetings Act. VIDEO CONFERENCE CALL: PURSUANT TO SECTION 551.127 OF THE TEXAS GOVERNMENT CODE, ONE OR MORE MEMBERS OF THE PCDC BOARD MAY PARTICIPATE IN A MEETING REMOTELY, FOLLOWING CERTAIN GUIDELINES AND NOTICE REQUIREMENTS. A QUORUM OF THE PCDC WILL BE PHYSICALLY PRESENT FOR THE SCHEDULED MEETING AT THE ABOVE STATED LOCATION. THIS NOTICE SPECIFIES THE INTENT TO HAVE A QUORUM PRESENT AT THE STATED MEETING LOCATION. THE MEMBER OF THE PCDC BOARD PRESIDING OVER THE MEETING WILL BE PHYSICALLY PRESENT AT THE ABOVE PUBLIC

LOCATION. VIDEO CONFERENCE EQUIPMENT PROVIDING TWO-WAY AUDIO AND VIDEO COMMUNICATION WITH EACH MEMBER. PARTICIPATING REMOTELY WILL BE MADE AVAILABLE AND EACH PORTION OF THE MEETING HELD BY VIDEO CONFERENCE THAT IS REQUIRED TO BE OPEN TO THE PUBLIC CAN BE VIEWED AND HEARD BY THE PUBLIC AT THE LOCATION SPECIFIED.

Amy Madison, PCDC Executive Director.