



# City of Pflugerville

## Minutes - Final

### Pflugerville Community Development Corporation (PCDC)

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Thursday, December 14, 2017

6:30 PM

100 East Main Street, Suite 500

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#### Regular Meeting

#### 1. Call to Order

Pflugerville Community Development Corporation Board members in attendance: Jim Swanzy, Ron Agnew, Victor Johnson, Ken D'Alfonso, A.K. Brewer, Jeff Thompson, and Doug Weiss. Staff in attendance: Amy Madison, Executive Director; Christian Kurtz, Director Business Development; Crystal Connally, Executive Assistant and Monte Akers, Akers & Akers LLP. Mr. Swanzy called the meeting to order at 6:30 p.m.

#### 2. Approval of Minutes for October 25, 2017 PCDC Regular Meeting

Ms. Madison presented the October 25, 2017 PCDC regular meeting minutes. Mr. Agnew motioned for approval. Seconded by Mr. Thompson. Motion approved unanimously.

#### 3. Approval of Financials for October 2017 and November 2017

Ms. Madison presented the Financials for October 2017 and November 2017: Motion to approve by Mr. Johnson. Seconded by Mr. Agnew. Motion approved unanimously.

#### 4. Presentation

4A. [2017-6379](#) Presentation and discussion regarding the City of Pflugerville's major infrastructure improvements/issues presented by Tom Word, Assistant City Manager.

Mr. Word, Assistant City Manager, presented on the City of Pflugerville's major infrastructure improvements/issues.

4B. [2017-6380](#) Presentation and discussion on PCDC calendar.

Ms. Madison presented the quarterly PCDC calendar.

4C. [2017-6381](#) Presentation and discussion on PCDC relocation to 3801 Helios Way,

Suite 130.

**Ms. Madison presented on the PCDC upcoming relocation to 3801 Helios Way, Suite 130.**

**4D. 2017-6382** Discussion with attorney regarding proper use of Executive Sessions for economic development and advice of legal counsel under the Texas Open Meetings Act.

**Mr. Akers presented on the Texas Open Meetings Act.**

## **5. Discuss and Consider Action**

**5A. 2017-6384** Discuss and consider action on adopting a new PCDC logo.

**Ms. Madison presented options for a new PCDC logo. Mr. Weiss made a motion to approve an uppercase logo and requested staff to provide sign options most similar to option G for exterior signage. Motion seconded by Mr. Agnew. Six voted in favor. Ms. Brewer abstained. Motion passed.**

**5B. 2017-6386** Discuss and consider action regarding scheduling a PCDC workshop in FY18 second quarter.

**Ms. Madison presented for consideration scheduling a PCDC workshop for the PCDC Board in FY18 to review CEDS and other topics. The Board requested a selection of dates to be sent out. No action taken.**

**5C. 2017-6401** Discuss and consider action to approve authorizing the Executive Director to enter into an agreement with Retail Coach not to exceed the amount of \$10,200 for the purpose of retail recruitment and other services.

**Aaron Farmer, Senior Vice President with Retail Coach presented an analysis of the retail market and recruitment for Pflugerville. Mr. Thompson motioned to approve authorizing the Executive Director to enter into an agreement with Retail Coach not to exceed the amount of \$10,200 for the purpose of retail recruitment and other services. Seconded by A.K. Brewer. Motion passed unanimously.**

## **6. Executive Session**

**6A. 2017-6388** 1.) Executive Session Item: Deliberations in accordance with Sections 551.071 and 551.074 of the Texas Government Code to discuss the employment, evaluation, duties, discipline or dismissal of Finance and Research Manager and to seek advice of the PCDC attorney regarding the same.

2.) Executive Session Item: Deliberations in accordance with Sections 551.071, 551.072 and 551.087 of the Texas Government Code to discuss economic development negotiations including the sale, purchase, or lease of real property 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 Next Step, Flack, Still and American Marksman.

Mr. Swanzey adjourned the PCDC Board to Executive Session at 9:12 p.m. The PCDC Board returned from Executive Session and Mr. Swanzey called the meeting to order at 11:06 p.m.  
No actions were taken in Executive Session.

## 7. Future Agenda Items

None.

## 8. Adjourn

Mr. Johnson motioned to adjourn. Seconded by Mr. Weiss. Motion to adjourn passed unanimously.

Adjourned at 11:08 p.m.

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

Jim Swanzey, Board President

Approved as submitted on January 18, 2018

Respectfully Submitted,  
Crystal Connally, Executive Assistant  
Pflugerville Community Development