



Minutes - Final

Pflugerville Community Development Corporation (PCDC)

Wednesday, January 22, 2025

6:00 PM

3801 Helios Way, Ste. 130

Annual Meeting

You are invited to a Zoom webinar.

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1. Call to Order

PCDC former Board President Jeff Thompson called the meeting to order at 6:00 p.m. Board members present: Jeff Thompson, Darelle White, Oscar Mitchell, Adam Rosenfield, Ceasar Ruiz and Mark Lee.

PCDC staff members: Terri Toledo, Crystal Connally, Veronica Ramirez, Lisa Curtis and PCDC Counsel Josh Brockman-Weber.

2. Opening

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.

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

Ms. Toledo presented an award of appreciation to previous Board member, Jim McDonald for his four years of service with the PCDC.

Ms. Toledo introduced new staff member Lisa Curtis and the PCDC Executive Assistant.

Ms. Connally presented a farewell acknowledgement for Ms. Ramirez.

Mr. Thompson presented an appreciation award to Ms. Toledo for her leadership and oversight over the last seven months.

Ms. Toledo reminded the Board about the upcoming Chamber Gala.

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 salutary 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 salutary 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 made.

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.

5. Consent Agenda

The following items may be acted upon in a single motion. No separate discussion or action on any of these items will be held unless requested by a member of the PCDC Board of Directors. 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.

5A. [2025-0057](#) Approve the December 18, 2024 Regular Meeting Minutes.

5B. [2025-0058](#) Accepting the PCDC FY25 Q1 Financial Reports.

Action on the Consent Agenda Items

Mr. Gonzales moved to approve the Consent Agenda. Mr. White Seconded.
Passed 7-0.

6. Regular Meeting

6A. [RES-1304](#) Discuss and consider action on Resolution 2025-001 to nominate and elect Pflugerville Community Development Corporation (PCDC) corporate officers for 2025 in accordance with PCDC Bylaws.

Mr. Thompson asked for nominations for the role of President. Mr. Gonzales nominated Mr. Rosenfield. Mr. Ruiz seconded. Mr. Rosenfield did not accept the nomination. Mr. Gonzales nominated Mr. White. Mr. Ruiz seconded. Mr. White accepted nomination. Mr. Thompson nominated Mr. Mitchell. Mr. Lee seconded. Mr. Mitchell accepted nomination. A role call vote was taken. Mr. White received 5 votes and Mr. Mitchell received 2 votes. Mr. White was elected president. Passed 5-2.

Mr. Gonzales nominated Mr. Rosenfield. Mr. White seconded. No one else nominated. Passed 7-0.

Mr. Rosenfield elected Vice President.

Mr. Rosenfield nominated Mr. Mitchell for Secretary. Mr. Ruiz seconded. No one else nominated. Passed 7-0.

6B. [RES-1305](#)

Discuss and consider action on Resolution 2025-002 designating 2025 permissible locations and Regular Board Meeting dates of the PCDC Board of Directors in accordance with PCDC Bylaws.

Ms. Toledo pointed out the one meeting that will not fall on the third Wednesday of the month and will be March 26th instead.

Mr. Ruiz moved to approve. Mr. Mitchell seconded. Passed 7-0.

6C. [2025-0059](#)

Discuss and consider action to authorize the President to approve and grant a 15 ft wide water easement along the East property line of PCDC's 17.7 acre tract.

Mr. Gonzales moved to authorize the President to approve and grant a 15 ft wide water easement along the East property line of PCDC's 17.7 acre tract. Mr. Rosenfield seconded. Passed 7-0.

6D. [2025-0060](#)

Discuss and consider action to approve a PCDC Community Engagement Workforce Grant providing matching funds for a Texas Workforce Commission High Demand Job Training Grant, not to exceed \$150,000, to increase capacity and training for the Pflugerville ISD Surgical Instrument Preparation Training Program, In partnership with Workforce Solutions Capital Area, Texas Workforce Commission and Pflugerville Independent School District.

Ms. Connally introduced the application and applicant for the community engagement workforce development grant. The PCDC holds \$350K annually for workforce development activities. Ms. Traci Hendrix, CTE Director for the PFISD, presented and informed the Board about the Surgical Instrument Preparation pathway that the grant would help foster.

Mr. Rosenfield moved to approve a PCDC Community Engagement Workforce Grant providing matching funds for a Texas Workforce Commission High Demand Job Training Grant, not to exceed \$150,000, to increase capacity and training for the Pflugerville ISD Surgical Instrument Preparation Training Program, In partnership with Workforce Solutions Capital Area, Texas Workforce Commission and Pflugerville Independent School District. Mr. Ruiz seconded. Passed 7-0.

- 6E. [2025-0088](#)** Discuss and consider action approving Resolution 2025 - 003 of the Pflugerville Community Development Corporation Authorizing the Issuance of Pflugerville Community Development Corporation Sales Tax Revenue Bonds, Taxable Series 2025; Approving a Paying Agent/Registrar Agreement, a Bond Purchase Agreement and an Official Statement; and Approving Other Matters Related Thereto.
- Dusty Traylor, Financial Advisor for PCDC presented the PCDC's Bond Rating and progress on corporate sales tax revenue bonds for the purpose of purchasing project greenfield land.**
- Mr. Thompson moved to approve Resolution 2025 - 003 of the Pflugerville Community Development Corporation Authorizing the Issuance of Pflugerville Community Development Corporation Sales Tax Revenue Bonds, Taxable Series 2025; Approving a Paying Agent/Registrar Agreement, a Bond Purchase Agreement and an Official Statement; and Approving Other Matters Related Thereto. Mr. Lee seconded. Passed 7-0..**
- 6F. [2025-0065](#)** Discuss and consider action to approve the 2025 PCDC Board of Director's Ethics Policy for annual board signature.
- Mr. Ruiz asked for clarification and edit to the signature page of the Ethics Acknowledgement. It was discussed and determined to remove a portion of the last sentence "and further acknowledge any violation of any provision contained therein may lead to censure, reprimand, or removal of my position with the corporation."**
- Mr. Ruiz moved to approve the 2025 PCDC Board of Director's Ethics Policy for annual board signature with the edits provided in the meeting. Mr. Lee seconded. Passed 7-0.**
- The Ethics Policy will go to City Council on January 28th for final approval.**
- 6G. [2025-0067](#)** Presentation of the PCDC FY24 annual digital report and annual statistics card.
- Ms. Ramirez provided a presentation of the PCDC FY24 annual digital report and annual statistics card. Each Board member was given a set of cards to utilize throughout the year.**
- 6H. [2025-0055](#)** 1.) 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, negotiations, and performance agreement compliance, including projects: Impact Way Phase IV.
- 2.) Executive Session Item: 551.071- Consultation with Attorney regarding pending litigation: 15508 Impact Way, LLC v. Pflugerville Community Development Corp., et al., Case No. 1:23-cv-00914, U.S.

Dist. Court for the Western District of Texas.

3.) Executive Session Item: Deliberations in accordance with Sections 551.072 of the Texas Government Code to discuss the sale, purchase, or lease of real property : Project Greenfield

The Board went into Executive Session at 7:15 p.m.

The Board returned from Executive Session at 7:57 p.m.

7. Regular Meeting

- 7A. [2025-0056](#) Open Session Item: Discuss and consider action on Executive Session items as needed.

No action was taken.

8. Adjourn

Mr. White adjourned the meeting at 7:57 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. 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 17th day of January, 2025, 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 Aishah Mallam, Administrative Assistant at aishahm@pfdevelopment.com or 737-367-9496 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. Terri Toledo, PCDC Interim Executive Director.