



# City of Pflugerville

## Minutes - Final

### Pflugerville Community Development Corporation (PCDC)

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Tuesday, February 18, 2020

6:00 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: Ms. A.K. Brewer, Dr. Erin Kurusz, Mr. George Vende Werken, Mr. Jim McDonald, Mr. Jeff Coleman and Mr. Ken Dalfonso. Staff in attendance: Ms. Amy Madison, Executive Director; Mr. Christian Kurtz, Director of Business Development; Ms. Crystal Connally, Operations Director, Ms. Veronica Ramirez, Marketing and Communication Manager and Mr. Will Trevino, General Counsel.  
Absent: Mr. Ron Agnew and Mr. Jerry Briones, Business Recruitment Director.  
Mr. Dalfonso called the meeting to order at 6:05 p.m.

#### 2. Opening

A. 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.

B. 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. Public Comment

Pat Epstein, Planning and Zoning (P&Z) Chair introduced herself and encouraged PCDC and P&Z to have occasional informational meetings.

Ms. Connally was recognized for receiving her Texas Investment Funds Manager Training Certificate.

#### 4. Accept January 15, 2020 Regular Meeting Minutes

Mr. Coleman moved to accept the January 15, 2020 Regular Meeting Minutes.  
Mr. Agnew seconded. Passed 6-0.

#### 5. Accept January 2020 Financials

Mr. Coleman moved to accept the January 2020 Financials. Mr. Vande Werken seconded. Passed 6-0.

#### 6. Discuss Only

- 6A. [2020-8223](#) Discussion regarding the PCDC Quarterly Calendar.
- Ms. Madison presented the PCDC Quarterly Calendar. Ms. Connally will update for next meeting.
- 6B. [2020-8227](#) Discussion and update regarding PCDC Reserve and Budget Policy recommendations.
- Ms. Madison advised the Board that she is discussing options regarding the Reserve Policy and she will bring those recommendations back to the Board during the annual Budget Workshop.
- 6C. [2020-8226](#) Discussion regarding Baylor Scott & White presentation for the May Business Pfirst Breakfast related to their community achievements.
- Ms. Madison announced that Baylor Scott and White will be a presenter at the May Business Pfirst Breakfast and will give an update on community endeavors as previously requested by the Board.
- 6D. [2020-8225](#) Discussion regarding progress on waterpark improvements on FM685.
- Ms. Madison advised the Board that the construction at the entrance of the waterpark has begun through Cox Construction. The City has notified citizens of the closure schedule. The Board had a few specific questions about construction details. Ms. Madison will ask Vivek to attend a future board meeting to answer questions about the scope of the construction in detail.
- 6E. [2020-8224](#) Discussion regarding a report on *The Economic Impact of the Pflugerville Community Development Corporation From 2013-2019* prepared by Impact DataSource.
- Mr. Kurtz, PCDC Business Development Director reviewed the results of the PCDC Economic Impact in the City of Pflugerville. A suggestions was made to add a QRL Code to the annual report that is being created so that if someone wanted to see the impact report they could. Ms. Madison will bring back an Impact Data Representative to give a deeper dive into some of the numbers on the report. It was requested that Ms. Madison present the report (in a simpler form and highlighting some of the bigger impact numbers) to a future City Council Meeting. Ms. Madison will also have a version of the report presented at a future Business Pfirst Breakfast. A suggestion was given to add some of the impact data metrics to our Board Member information card in the future. The Board received a promotional card that has some of the PCDC accomplishments for 2019 so that the Board can use this as a tool when speaking with Pflugerville citizens.
7. Discuss and Action
- 7A. [RES-0705](#) Discuss and take action on adoption of Resolution 2020-003 to authorize assignment of Signage Easement from the Pflugerville Community Development Corporation to SRH Hospitality Holdings, LLC. in the One Thirty Business Park, and to authorize the PCDC President to execute

the assignment.

Mr. McDonald moved to approve adoption of Resolution 2020-003 to authorize assignment of Signage Easement from the Pflugerville Community Development Corporation to SRH Hospitality Holdings, LLC. in the One Thirty Business Park, and to authorize the PCDC President to execute the assignment. Dr. Kurusz seconded. Passed 6-0.

**7B. [2020-8133](#)**

Discuss and consider action authorizing the Executive Director to enter into an Agreement with the City of Pflugerville, not to exceed a 5% fee of the gross PCDC payroll and benefits, for the purpose of Administrative Services.

Ms. Madison presented an agreement between the City of Pflugerville and Pflugerville Community Development Corporation for FY21, not to exceed 5% of the gross PCDC payroll and benefits, for the purpose of administrative services. Ms. Brewer moved to approve the Administrative Agreement. Mr. Coleman seconded. Passed 6-0.

**8. Executive Session**

**8A. [2020-8221](#)**

1.) Executive Session Item: Deliberations in accordance with Sections 551.071 and 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 and Charm.

**8B. [2020-8222](#)**

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

The Board retired to Executive Session at 7:25 p.m. The Board returned at 8:12 p.m. No Action was taken.

**9. Future Items**

Mr. Dalfonso requested the Impact Report be brought back in the form that will be presented to the City Council. Ms. Brewer requested a presentation on the social impact of economic development.

**10. Adjourn**

Mr. McDonald moved to adjourn. Mr. Vande Werken seconded. Passed 6-0. Meeting adjourned at 8:19 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, Ken Dalfonso.

Minutes accepted as presented on April 15 2020.  
Respectfully submitted by  
Crystal Connally, PCDC Operations Director.