



**PFLUGERVILLE** | a  
COMMUNITY DEVELOPMENT | CO

**Minutes - Final**

**Wednesday, August 3, 2022**

**6:00 PM**

**Special Called Meeting**

**3801 Helios Way, Ste. 130**

**Pflugerville Community Development Corporation**  
**(PCDC)**

You are invited to a Zoom webinar.

When: Aug 3, 2022 06:00 PM Central Time (US and Canada)

Topic: PCDC Special Called Meeting

Please click the link below to join the webinar:

[https://us02web.zoom.us/j/88144051955?pwd=64giGxXc2Usj8\\_CDYEGxR19Y5D9chm.1](https://us02web.zoom.us/j/88144051955?pwd=64giGxXc2Usj8_CDYEGxR19Y5D9chm.1)

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## 1. Call to Order

Pflugerville Development Community Corporation Board Members in attendance: Mr. George Vande Werken, Mr. Dennis Spencer, Mr. Jim McDonald, Mr. Jonathan Kamenicky, Ms. Anita Husen, and Mr. Victor Gonzales. Absent: Anthony Nguyen. PCDC staff members present: Ms. Amy Madison, Executive Director, Ms. Alisa Richey, Executive Assistant, Mr. Christian Kurtz, Director of Business Development, Ms. Veronica Ramirez, Marketing Communications Manager, and Mr. Salom Tsoka, Finance Coordinator. Ms. Crystal Connally, Business Retention and Workforce Director attended the meeting virtually. Other attendees are as follows: Ms. Patty Akers, Legal Council, Ms. Emily Barron, Assistant City Manager, Emily Upshaw, Valley View Consulting, Darren Strozewski, DCS Engineering and Traci Hendrix, PFISD, CTE Director.

Mr. George Vande Werken called the meeting to order at 6:01 p.m.

Absent: PCDC Board Member Anthony Nguyen.

## 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. Public Comment

Ms. Amy Madison, Executive Director shared with the Board a letter received

from Congressman Pete Sessions. The letter congratulated PCDC for receiving the 2022 Texas Economic Development Council's Workforce Excellence Award. This award was received for PCDC's creation of the Manufacturing Academy and 3D training.

#### **4. Public Hearing**

- 4A.** Public Hearing for Community Engagement Grant program to include funding a public transit program; including implementing a subsidized transit ridesharing program for transportation to community facilities and events and workforce development; ADA compliance; overseeing technical development and program monitoring; marketing and consultation costs, promotions and tourism; incorporating transportation for special events; focusing on safety and the environment; providing transit for those within and outside of Pflugerville employed within the city or doing business in the city; and related programs and services.

**Mr. George Vande Werken opened the Public Hearing at 6:04 p.m. and closed the Public Hearing at 6:05 p.m.**

#### **5. Approve the June 15, 2022 PCDC Regular Board Meeting Minutes and the June 15, 2022 Work Session Minutes.**

**Mr. Victor Gonzales moved to approve the June 15, 2022 Regular Board Meeting minutes and the June 15, 2022 Work Session Meeting minutes. Mr. Jim McDonald seconded. Passed 6-0.**

#### **6. Discuss Only**

- 6A.** Discussion regarding PCDC Quarterly Calendar.

**Ms. Amy Madison discussed the PCDC Quarterly Calendar.**

- 6B.** Discussion and update regarding Valley View Consulting recommendations and transactions to diversify and invest PCDC funds. Presented by Emily Upshaw, Valley View Consulting.

**Ms. Emily Upshaw with Valley View Consulting presented a review of current investments for PCDC.**

- 6C.** Discuss a High Demand Job Training Matching Grant submitted in partnership with Workforce Solutions Capital Area to increase capacity and training for the Pflugerville ISD's Emergency Medical Technician Training Program. Traci Hendrix, PFISD, CTE Director.

**Ms. Traci Hendrix, PFISD, CTE Director presented a review of PFISD Emergency Medical Technician Training Program and how funding from a Texas Workforce Commission High Demand Job Training Grant that PCDC and Workforce Solutions Capital Area have applied for, will benefit the PFISD CTE Fire and EMT programs.**

- 6D.** Discussion regarding a transportation program for the City of Pflugerville. Presented by Emily Barron, Assistant City Manager.

**Ms. Emily Barron, Assistant City Manager, City of Pflugerville, presented an overview of the City's transportation program.**

- 6E.** Discussion regarding the NaviRetail Contract and a proposed Retail and Recruitment Policy for the City of Pflugerville.

**Mr. Christian Kurtz, Director of Business Development, presented an overview of NaviRetail program and a draft of the City of Pflugerville's Retail Policy.**

- 6F.** Presentation regarding status updates associated with the Special Use Permit for Lot 3F and Replat for Lot 3F in the SH-130 Commerce Center. Presented by Darren Strozewski, P.E. Principal, DCS.

**Mr. Darren Strozewski, P.E. Principal, DCS, presented updates associated with the Specific Use Permit for Lot 3F and Replat for Lot 3F in the One Thirty Business Park.**

## **7. Discuss and Action**

- 7A.** Discuss and consider action approving a cost of living adjustment wage increase for all PCDC personnel and amending the FY23 Budget as required.

**Mr. Salom Tsoka, Finance Coordinator, presented to the Board a request to approve a cost-of-living adjustment of 7% for all PCDC personnel.**

**Mr. Victor Gonzales moved to approve a cost-of-living adjustment of 7% for FY22 for all PCDC personnel effective as of July 10, 2022 and amending the FY23 Budget as required. Ms. Anita Husen seconded. Passed 6-0.**

- 7B.** Discuss and consider action to authorize the Executive Director to enter into an agreement with Atmos Energy not to exceed \$163,924.07, for the purpose of providing gas services for the Impact Way Extension Phase III A & B project. Presented by Darren Strozewski, P.E., DCS.

**After consideration with the Board, the President, Mr. George Vande Werken, determined that this item would be continued at the August 17, 2022 Regular Board Meeting.**

- 7C.** Discuss and consider action to authorize the Executive Director to approve Change Order No. 1 for the deduction of \$26,682.00 from the construction services agreement with Joe Bland Construction on the Impact Way Extension Phase III A & B project. Presented by Darren Strozewski, P.E., DCS.

**Mr. Jim McDonald moved to approve authorizing the Executive Director to approve Change Order No. 1 for the deduction of \$26,682.00 from the construction services agreement with Joe Bland Construction on the Impact Way Extension Phase III A & B project. Dennis Spencer seconded. Passed 6- 0.**

**8. Executive Session**

- 8A.** 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, and negotiations, including Project Connection and Project Charge.

**The Board went in to Executive Session at 8:01 p.m. The Board came out of Executive Session at 8:49 p.m.**

- 8B.** 2.) Open Session Item: Discuss and consider action on Executive Session items, as needed.

**No action taken.**

**9. Adjourn**

**Mr. George Vande Werken adjourned the meeting at 8:49 p.m.**

**Approved as submitted on August 17, 2022. 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, George Vande Werken.

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 29th day of July, 2022 at 5:00 PM 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](mailto: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.