City of Pflugerville

Minutes - Final

Charter Review Commission

Thursday, February 5, 2026	6:00 PM	1611 Pfennig Lane

Regular Meeting

1. Call to Order

Commission Chair Jim McDonald called the commission to order at 6:00pm. Commissioners Carol Teitelman, Nancy Ramsey, Tracy Negrete, Jamie Coughlin, Phillip Zendejas, Jollie Williams, Terry Newsom, Sam Aly, and Craig Reinecke were in attendances. Commissioner Lacy Wolff joined the meeting at 6:04pm. Commissioner Urcha Dunbar Crespo joined the meeting at 6:08pm. Commissioner Jim Routh joined the meeting at 6:11pm. Commissioner Joshua Ellis joined the meeting at 6:38pm.

Commissioners Gregory Harrington, Barbara Najera, and Sheri Marshall were not in attendance.

City staff in attendance: Trista Evans, City Secretary; Mike Hayes, City Attorney

2. Public Comment

There was no one present wishing to make public comment.

3. Regular Agenda

3A. 2026-0090 Discuss and consider action to approve the minutes of the January 8, 2026 Charter Review Commission meeting.

Mr. McDonald opened the item. Ms. Negrete moved to approve the minutes. Ms. Teitelman seconded the motion. All voted in favor. The motion carried.

3B. 2026-0091 Discuss and consider action regarding recommendations for possible amendment to the City Charter, Article III, The City Council.

Mr. McDonald opened the item and reviewed the discussion from the previous meeting. Mr. McDonald discussed item 3.15b and the number of approvals needed for an ordinance to be effective immediately. Discussion followed regarding the requirements to approve an ordinance. Ms. Negrete asked about second readings of ordinances and effective dates. Mr. McDonald provided information. Mr. Newsom made a motion to remove the phrase "at least three affirmative votes." Ms. Dunbar Crespo seconded the motion. All voted in favor. The motion carried.

Mr. McDonald stated the commission would discuss council agenda item placement at the next meeting. Mr. McDonald discussed the option to remove

the second reading of an ordinance. Mr. Newsom stated the second reading allows the public more opportunity to speak. Mr. McDonald discussed section 3.10 to add language referring to section 3.05 Discussion followed regarding the phrasing of the section. Mr. Aly moved to approve adding "subject to the requirements outlined in 3.05." Mr. Zendejas seconded the motion. All voted in favor. The motion carried.

Discussion followed regarding 3.05 and how agenda items are added. Ms. Coughlin moved to amend the sentence to remove "subsequent" and add "to appear on an agenda within 60 days." Ms. Wolff seconded the motion. All voted in favor. The motion carried.

Mr. Aly discussed section 3.14 regarding economic development incentives and requiring council to receive a written summary of estimated cost, duration, benefit, and should require an ordinance is above a certain threshold. Ms. Teitelman stated it does not seem to be a charter requirement. Mr. McDonald discussed his experience with incentives. Mr. Aly asked for it to be a recommendation to council for a policy.

Mr. Hayes provided comment regarding the final sentence in 3.14. Mr. McDonald moved to strike the sentence " Acts other than those specifically enumerated above may be done either by ordinance or resolution." Ms. Teitelman seconded the motion. All voted in favor. The motion carried.

Mr. Aly moved to put the economic incentive proposals as a recommendation to city council. Ms. Negrete seconded the motion. All voted in favor. The motion carried.

Mr. Aly discussed city council wanting information and proposed an analyst position hired by city council with access to city data who works for the council as a whole with use of time determined by ordinance. Ms. Teitelman discussed the council-manager form of government. Mr. McDonald discussed city data and definition of employee of city council. Mr. Newsom discussed the size of the budget and stated if more staff is needed the city should hire more people. Mr. Aly provided information about the proposal. Mr. McDonald discussed reporting structure and previous charter amendment for a council executive assistant. Discussion followed regarding pay and work of the proposed position. Ms. Evans provided information regarding the new council information access policy. Mr. McDonald called a recess at 7:30pm. Mr. McDonald reconvened the meeting in open session at 7:37pm. Mr. McDonald stated the section will be back at the next meeting to discuss with the information access policy and 3.05 proposals.

Mr. Reinecke discussed the previous vote regarding compensation for city council and stated he would like a revote. Discussion followed regarding the process of the voting. Mr. Reinecke discussed options for pay if they do not do their jobs or option to give the money back to the city. Discussion followed regarding the vote on compensation.

3C. 2026-0092 Discuss and consider action regarding recommendations for possible amendment to the City Charter, Article IV, The City Council.

Mr. McDonald opened the item. Mr. Aly discussed implementing an annual review for the city manager position and potentially other city council positions. Discussion followed regarding employee evaluations. Ms. Teitelman

stated it is a policy discussion rather than in the charter. Discussion followed regarding what measurements could be used for city manager evaluation. Mr. Newsom stated those items are determined by what the council passes. Discussion followed regarding how the position is evaluated and if there is a document for city manager evaluation.

Mr. Aly discussed severance for the city manager and requiring a supermajority if given severance beyond the original contract. Mr. McDonald reviewed the process, Mr. Aly withdrew the proposal. Ms. Negrete asked about state law requirements and Mr. Hayes provided information.

Mr. Routh stated Mayor Weiss recommended a change in section 4.01c4 from "council" to "mayor" for approval for the city manager to miss a council meeting. Ms. Negrete moved to make that change. Mr. Aly seconded the motion. All voted in favor. The motion carried.

Mr. McDonald discussed residency requirements for the city manager and reviewed an option to reside within the extraterritorial jurisdiction or Pflugerville ISD boundaries. Discussion followed regarding maintaining the requirement that city manager resides within the Pflugerville city limits. The commission discussed the requirement of the municipal judge to reside within the city limits. Mr. Newsom moved to remove the residency requirement for the municipal judge. Ms. Coughlin seconded the motion. All voted in favor. The motion carried.

Mr. McDonald opened discussion regarding the Personnel Appeal Board and reviewed the process. Mr. Newsom stated it does not hurt to leave it in.

3D. 2026-0093 Discuss and consider action regarding recommendations for possible amendment to the City Charter, Article V, The City Council.

Mr. McDonald opened the item. Mr. Aly stated he has a recommendation for a charter election. Ms. Teitelman recommended addressing it under Article 11. Mr. McDonald discussed an option for rank choice voting. Discussion followed regarding rank choice. Ms. Negrete stated that rank choice voting is not currently allowed. Ms. Negrete discussed adding a reference in section 5.02a to refer back to 3.08. Discussion followed regarding references within the charter. No action was taken.

3E. 2026-0094 Discuss and consider action regarding recommendations for possible amendment to the City Charter, Article VI, The City Council.

Mr. McDonald opened the item for discussion. Mr. Aly discussed the percentage needed for a petition. Discussion followed regarding petition requirements. Ms. Teitelman reviewed what surrounding cities do for recall elections. Mr. Williams asked about inclusion of "indelible pencil." Mr. Newsom stated it does not impact the section by including it. Mr. McDonald called a recess at 9:25pm. Mr. McDonald reconvened the meeting at 9:30pm. Mr. Aly asked if electronic signatures can be considered. Mr. Hayes stated he would verify. Mr. Aly asked about the phrasing of technical difficulties on petition. Discussion followed and Ms. Evans provided clarification. No action was taken.

3F. 2026-0095 Discuss and consider action regarding future agenda items to include a draft schedule for review of the City Charter.

Mr. McDonald opened the item. Ms. Evans reviewed the schedule for the commission. No action was taken.

4. Adjourn

Mr. McDonald adjourned the meeting at 9:43pm.

Respectfully submitted,

Trista Evans, City Secretary

Approved as submitted on March 5, 2026.