



City of Pflugerville, Texas

Interoffice Memorandum

DATE: December 29, 2010

TO: Planning & Zoning Commission

FROM: Trey Fletcher, Managing Director of Operations

RE: Resolution concerning Council, Board, Commission, Committee expenses and reimbursements

The purpose of this memo is to brief the Commission on a City Council Resolution concerning Council, Board, Commission, Committee expenses and reimbursements.

The City Council approved the attached resolution on October 12, 2010, concerning Council, Board, Commission and Committee expenses and reimbursements. This resolution requires Council, Board, Commission, and Committee members to receive Council approval prior to receiving reimbursements on expenses. It requires that these requests for reimbursement be submitted to the City Secretary by the last day of the month and that the City Secretary bring the requests forward for consideration at the first council meeting of every month.

The resolution further requires the City Secretary to provide a report at the first council meeting of every month, of the cumulative total of expenses reimbursed to or incurred directly by the City or its Staff on the behalf of a Council, Board, Commission or Committee member during all of the individual member's respective terms of office.

If you have any questions please let me know.