



City of Pflugerville

Minutes - Final

Charter Review Commission

Thursday, March 5, 2026

6:00 PM

1611 Pfennig Lane

Regular Meeting

1. Call to Order

Commission Vice Chair Lacy Wolff called the meeting to order at 6:07pm. Commission members in attendance: Urcha Dunbar Crespo, Jollie Williams, Jamie Coughlin, Sam Aly, Carol Teitelman, Nancy Ramsey, Tracy Negrete, Sheri Marshall, Terry Newsom, Craig Reinecke, Josh Ellis, Jim Routh. Commissioner Gregory Harrington joined the meeting at 6:21pm. Commission members not in attendance: Jim McDonald, Phillip Zendejas, Barbara Najera

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

- 3A. [2026-0222](#) Discuss and consider action to approve the minutes of the February 5, 2026 Charter Review Commission meeting.

Ms. Wolff opened the item. Mr. Reinecke moved to approve the minutes. Mr. Newsom seconded the motion. All voted in favor. The motion carried.

- 3B. [2026-0226](#) Discuss and consider action regarding recommendations for possible amendments to the City Charter, Article III, The City Council.

Ms. Wolff opened the item for discussion. Mr. Routh stated the section he was reviewing with Ms. Najera was already covered by the council's information access policy and would not suggest any changes to the charter. Mr. Newsom stated he would like additional discussion. Mr. Aly asked if the policy is sufficient. Ms. Evans reviewed the policy. Ms. Teitelman moved to keep the language as is for 3.05. Mr. Routh seconded the motion. All voted in favor. The motion carried.

The Commission reviewed recommendation for 3.05 from Councilmember Ryan regarding agenda placement for major financial actions. Mr. Newsom stated it allows for more transparency. Discussion followed regarding how items are placed on council agendas and consent versus regular agenda. Ms. Coughlin stated there is already a mechanism in place for councilmembers to pull items from the consent agenda. Mr. Harrington moved to take no action on

the proposal. Ms. Teitelman seconded the motion. Mr. Newsom voted no. All others voted in favor. The motion carried.

The Commission reviewed the recommendation from Councilmember Ryan for 3.10 for meeting materials. Mr. Newsom stated it is good for transparency. Discussion followed regarding what is currently available to the public. Mr. Routh moved to amend the charter to add the proposed language to 3.10. Mr. Newsom seconded the motion. Mr. Routh amended his motion to only address (a). Mr. Newsom accepted the amendment. The vote was as follows: Mr. Reinecke - no, Mr. Newsom - yes, Ms. Marshall - yes, Ms. Ramsey - no, Mr. Harrington - no, Mr. Ellis - no, Ms. Negrete - yes, Ms. Teitelman - no, Mr. Routh - yes, Ms. Coughlin - no, Mr. Aly - yes, Ms. Dunbar Crespo - no, Mr. Williams - no, Ms. Wolff - no. The motion failed.

Mr. Newsom discussed the work to review the agenda. Ms. Coughlin discussed the timeline of agendas and information available. Discussion followed regarding council agendas and packets. Ms. Negrete stated the language is ambiguous and could be recommended as a policy. Mr. Aly moved to advise City Council to develop a policy defining how early City Council gets specific major documents. Mr. Newsom seconded the motion. Mr. Harrington voted no. All others voted in favor. The motion carried.

3C. [2026-0219](#)

Discuss and consider action regarding recommendations for possible amendments to the City Charter, Article VII, Initiative and Referendum.

Ms. Wolff opened the item for discussion and reviewed Councilmember Ryan's proposal to change the percentage needed to 5%. Mr. Newsom stated the state requires 5%. Ms. Coughlin discussed the requirement in Article 6 of 10%. Mr. Routh moved to amend the requirement from 15% to 10%. Ms. Dunbar Crespo seconded the motion. All voted in favor. The motion carried.

Mr. Aly stated some sections are duplicated state requirements and recommended removing those and referencing state law. Mr. Aly moved to amend the section to refer to state law and remove "indelible pencil." Ms. Coughlin seconded the motion. All voted in favor. The motion carried.

Ms. Wolff recessed the meeting at 7:26pm. Ms. Wolff reconvened the meeting at 7:36pm.

Ms. Wolff reviewed the recommendation from Councilmember Ryan to change the time to amend a petition in 7.04 from two weeks to four weeks. Discussion followed regarding petition rules and collecting petition signatures. Ms. Teitelman moved to accept the proposal for section 7.04 to allow four weeks and any changes needed to align with state law. Ms. Marshall seconded the motion. Mr. Harrington voted no. All others voted in favor. The motion carried.

3D. [2026-0220](#)

Discuss and consider action regarding recommendations for possible amendments to the City Charter, Article VIII, Boards and Commissions.

Ms. Wolff opened the item for discussion. Mr. Aly discussed his proposal that every councilmember appoints one member to a board that covers city policy on AI surveillance. Mr. Aly reviewed the proposed board roles and discussion followed regarding purpose. Discussion followed regarding previous AI policy addition under Article 2 and the role of the City's IT Department. Ms. Teitelman moved to accept the proposal to recommend to the council that they create a

technology and surveillance oversight board. Mr. Newsom seconded the motion. Mr. Harrington and Mr. Williams voted no. All others voted in favor. The motion carried.

3E. [2026-0221](#)

Discuss and consider action regarding recommendations for possible amendments to the City Charter, Article IX, Budget and Financial Administration.

Ms. Wolff opened the item for discussion and reviewed the recommendation from Councilmember Ryan under 9.03 on annual budget. Discussion followed regarding what is currently listed in the budget and the proposal. The commission stated they would clarification on the recommendations and what the finance department includes and reviews for the budget.

Ms. Wolff reviewed Councilmember's recommendation for 9.05 regarding requirements for certificates of obligation. Mr. Aly stated he had a similar recommendation for a limit on amount included for certificates of obligation. Mr. Newsom discussed his experience and state law. Mr. Harrington discussed the needs of the city. Mr. Ellis discussed electing officials to make these decisions. Discussion followed regarding thresholds. Ms. Wolff asked for a vote on if a threshold is required. Mr. Williams - yes, Mr. Aly - yes, Ms. Coughlin - no, Mr. Routh - yes, Ms. Teitelman - no, Ms. Negrete - no, Mr. Ellis - no, Mr. Harrington - no, Ms. Ramsey - yes, Ms. Marshall - no, Mr. Newsom - yes, Mr. Reinecke, no, Ms. Wolff - yes, Ms. Dunbar Crespo - no. The vote failed. Ms. Wolff recessed the meeting at 9:02pm. Ms. Wolff reconvened the meeting at 9:08pm.

Mr. Aly stated he would like clarification on the recommendation on 9.07 from Councilmember Ryan discussion followed regarding clarification from Ms. Ryan and the City's finance department. The Commission discussed and stated they would send any questions to Ms. Evans via email by the following Thursday.

Mr. Aly reviewed his proposal on specifics of requirements for fee review as a recommendation to council. Mr. Aly moved to recommend to city council that they make a policy on reporting to public how fees are calculated and where money is going. Mr. Williams seconded the motion. Mr. Harrington voted no. All others voted in favor. The motion carried.

3F. [2026-0256](#)

Discuss and consider action on City Attorney's comments and proposed amendments regarding the City Charter.

Ms. Wolff opened the item for discussion. Mr. Hayes reviewed his comments. Mr. Aly discussed concerns regarding comments to Section 11.11(d) about proposals brought forward by the commission. Mr. Hayes provided information about his experience. The commission reviewed the comments and stated they would like to see the amendments. Mr. Hayes stated he would bring back language for the commission to approve on the comments.

3G. [2026-0257](#)

Discuss and consider action on dates of upcoming meetings, to include joint meeting with and report to City Council.

Ms. Wolff opened the item for discussion. Ms. Evans reviewed the remaining calendar for the commission including holding the joint meeting with City Council on May 19th, and answered questions from the commissioners.

4. Adjourn

Ms. Wolff adjourned the meeting at 9:55pm.

Respectfully submitted,

Trista Evans, City Secretary

Approved as _____ on April 2, 2026.