



City of Pflugerville

Minutes - Final

Charter Review Commission

Thursday, May 20, 2021

6:00 PM

100 E Main Street, Suite 500

Regular Meeting (Telephone/Video Conference)

NOTICE IS HEREBY GIVEN in accordance with order of the Office of the Governor issued March 16, 2020, the Charter Review Commission will conduct this Meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There will be no public access to the location described above.

This Meeting Agenda, and the Agenda Packet, are posted online at <https://pflugerville.legistar.com>

This telephonic/video meeting will be hosted through WebEx.
Meeting Public URL: <https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=e108a582ac792ec5c58336fdcbe2bbd41>
Meeting Number / Code: 187 740 0437
Dial-in Number: +1-408-418-9388 (US toll)

Public Comment will only be allowed via telephone/video conference. All speakers must register to speak at least 2 hours in advance of the meeting. All comments will occur at the beginning of the meeting under the Public Comment item. Speakers must call in at least 15 minutes prior to the meeting start in order to speak. Written comments may also be submitted 2 hours in advance of the meeting. Name and address must be included. Written comments are limited to 250 words.

To register to speak or to submit written comments, please email citysecretary@pflugervilletx.gov at least 2 hours in advance of the meeting. A recording of the telephone/video meeting will be made, and will be available to the public upon written request.

1. Call to Order

Jim McDonald, Chair, called the meeting to order at 6:05 p.m. The meeting was held by telephone/video conference. Commissioners in attendance: Jim McDonald, April Griffin, Carol Teitelman, Darelle White, Dorothy Lee, Gayle Heath, Jeff Reeb, Marilyn Klassen, Nicole Cortez, Elizabeth Montoya and Terry Newsom. City employees attending: Charlie Zech, City Attorney; Karen Thompson, City Secretary; Gwen Holford, Application and Web Developer; Wade Maness, Videography Multimedia Specialist.

2. Public Comment

Mr. McDonald opened the item. Ms. Thompson stated that there were no requests to provide public comment.

3. Approval of Minutes

- 3A. [2021-0501](#) Discuss and consider action to approve the minutes of the May 6, 2021 Charter Review Commission Meeting.

Mr. McDonald noted a correction under item 4G, "Commissioner Teitelman stated not liking a of decisions being made by non-elected officials..." to change "a" to "any." Ms. Teitelman confirmed the correction. Ms. Teitelman made a motion to approve the minutes as amended. Mr. Reeb seconded the motion. Ms. Montoya abstained. All others voted in favor. The motion carried.

4. Discuss and Consider Action

- 4A. [2021-0513](#) Discuss and consider approval of recommendations for amendments to the City Charter as previously approved by this Charter Review Commission.

Mr. McDonald opened the item for consideration. Mr. McDonald noted that on May 6, 2021 under discussion of Section 8.03, a recommendation to add a statement that no councilmember or city employee shall serve as a voting member or as an officer of any board or commission created by this charter or city ordinance was approved but not included in the recommendations for amendment. Mr. Zech confirmed that the item should be included and stated that it could be added as Measure H and that he could provide wording later in the meeting.

The Commission reviewed the report. Under Measure A, they noted a correction to "Notice of the meeting where the public is to be held shall comply with the notice provisions o the Texas Open Meetings Act..." to change "o" to "of." Under Measure E, the Commission discussed if gender identity should be added. Mr. Zech stated that gender identity instead of gender was his understanding from the previous discussion but it wasn't specifically stated. Ms. Teitelman stated that she would like to insert the word "identity" after gender and indicated that as a motion. Ms. Montoya seconded the motion. All voted in favor. None were opposed. The motion carried. Under Measure F, a correction under (b) was noted to leave the word "their". The Commission further discussed gender neutral wording in the Charter and if words may have been missed. Mr. McDonald inquired with Mr. Zech if corrections could be made if some are missed. Mr. Zech indicated yes, further correction could be made as needed if approved by the voters. Mr. McDonald suggested that the Commissioners do an additional search for words that may have been missed. Mr. Zech provided the suggested wording for Measure H. Prohibition of Council and City Employees to serve as voting members on boards and commissions. No councilmember or city employee shall serve as a voting member or as an officer of any board or commission created by the Charter or by City ordinance. Mr. Torres made a motion to approve 4A as amended. Mr. Newsom seconded the motion. All voted in favor. None were opposed. The motion carried.

- 4B. [2021-0515](#) Discuss and consider action regarding final report to be provided to City

Council and printed in newspaper.

Mr. McDonald opened the item for consideration. The Commission reviewed the report and amended the wording to change Amendment 1-7 to Amendment A-H, with addition of the new Amendment H for prohibition of Councilmembers and City employees to serve as voting members or officers of boards and commissions in the Charter or created by ordinance. Mr. White made a motion to approve 4B as amended. Mr. Reeb seconded the motion. All voted in favor. None were opposed. The motion carried.

5. Discuss Only

5A. [2021-0514](#) Discuss presentation to City Council.

Ms. Thompson noted that the May 25, 2021 presentation to Council would be a joint meeting with the Charter Review Commission and a quorum would need to be in attendance. She stated that Mr. McDonald would make the presentation. There was further discussion on the item.

6. Adjourn

Ms. Griffin made a motion to adjourn. Ms. Teitelman seconded the motion. All were in favor. None were opposed. The motion carried. The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Karen Thompson
City Secretary

I hereby certify that these minutes are an accurate account of the May 20, 2021 Charter Review Commission meeting.

Jim McDonald, Chair