



City of Pflugerville

Minutes - Final

Finance and Budget Committee

Thursday, April 8, 2021

6:30 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 Finance and Budget Committee 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.

Public Link: [https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?](https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=eea383c92a5897fce6a5714ee55c3a00b)

MTID=eea383c92a5897fce6a5714ee55c3a00b

Meeting Code/Number: 187 570 6032

Dial-in Phone Number: +1-408-418-9388 (US Toll)

Citizens Communication 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 Citizens Communication 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.

To register to speak or to submit written comments, please email StephanieN@pflugervilletx.gov at least 2 hours in advance of the meeting.

1. Call to Order

Councilmember David Rogers called the meeting to order at 6:31 P.M. Committee members in attendance include A.K. Brewer, James Matlock, Elizabeth Montoya, Councilmember David Rogers, and Lenette Peterson. Chairperson Thomas Gleeson was not in attendance. Staff members in attendance include Melissa Moore, Finance Director; Stephanie Nations, Budget Analyst; Cory Beran, Senior Accountant; Trey Fletcher, Deputy City Manager; and Gwen Holford, Digital Content Web Specialist.

2. Citizen Communication

The Finance and Budget Committee welcomes public comment on items relevant to the City of Pflugerville finance and budget. In accordance with the Texas Attorney Generals' opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Committee. No formal action, discussion, deliberation, or comment will be made by the Committee

There were no requests to provide public comment.

3. Approval of Minutes

- 3A. [2021-0336](#) Approval of minutes of the January 28, 2021 Finance and Budget Committee Meeting.

Mr. Matlock made a motion to approve the minutes of the January 28, 2021 meeting. Ms. Peterson seconded. All in favor. Motion passed.

4. Discuss and Consider Action

- 4A. [2021-0337](#) Election of Financial Expert

Ms. Montoya accepted the nomination that was previously presented by Councilmember Rogers and seconded by Mr. Gleeson during the January 28, 2021 meeting. Ms. Peterson made a motion to elect Ms. Montoya as Financial Expert. Ms. Brewer seconded. All in favor. Motion passed.

5. Discuss Only

- 5A. [2021-0338](#) Presentation of the annual audit report and financial statements for fiscal year 2020

Mr. Todd Pruitt, CPA, of Pattillo, Brown & Hill, LLP, Certified Public Accountants presented the draft Comprehensive Annual Financial Report, letter of governance and the governmental auditing standards report for the fiscal year 2020 and answered Committee questions relating to internal controls and the auditing team's methodology, risk assessment, sample size, and testing process. The single audit related to the City's grants was also discussed by the Committee and Mr. Pruitt and it was requested that staff provide a distribution of CARES Act funds.

The City received an unmodified opinion, indicating a clean audit. As presented by Mr. Pruitt, there were also no findings or material weaknesses identified during the audit.

6. Discuss and Consider Action

- 6A. [2021-0340](#) Discuss and consider action to provide recommendation to City Council on the fiscal year 2020 audit report and financial statements

Ms. Montoya made a motion to approve the audit report and financial statements for fiscal year 2020. Ms. Peterson seconded. All in favor. Motion passed.

7. Future Agenda Items

- 7A.** [2021-0335](#) Meeting schedule and upcoming agenda items

The Committee and tentatively scheduled the next meeting for May 27th at 6:30 P.M, with the possibility of having an additional meeting on April 22, 2021 at 6:30 P.M.

8. Adjourn

Meeting adjourned at 8:13 P.M.

Respectfully submitted,
Stephanie Nations, Budget Analyst
Approved as submitted on May 27, 2021