



City of Pflugerville

Minutes - Final

Finance and Budget Committee

Thursday, May 27, 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=e17bca2fa23b4edbb26b831b77a46268f)

MTID=e17bca2fa23b4edbb26b831b77a46268f

Meeting Code/Number: 187 445 8645

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

Chairperson Gleeson called the meeting to order at 6:30 P.M. Committee members in attendance include Chairperson Thomas Gleeson, Elizabeth Montoya, Lenette Peterson, and Councilmember David Rogers. Staff members in attendance include Melissa Moore, Finance Director; Lauren Henkes, Assistant Finance Director; Cory Beran, Accounting Manager; Stephanie Nations, Budget Analyst; Trey Fletcher, Deputy City Manager; Shane Mize, Parks and Recreation Director; Sheila Wiora, Assistant Parks and Recreation Director; Whitney Seaton, Rec Facilities Supervisor; Devin Hill, Business Operations Supervisor; Evan Groeschel, Operations Director; and Gwen Holford, Digital Content Web Specialist. James Matlock connected at 7:07 P.M.

2. Citizens 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. Each person providing public comment will be limited to three (3) minutes.

There were no requests to provide public comment.

Items were addressed in the order as recorded in the minutes.

3. Approval of Minutes

- 3B. [2021-0560](#) Approval of minutes of the April 8, 2021 Finance and Budget Committee Meeting.

Councilmember Rogers made a motion to approve the minutes of the April 8, 2021 meeting. Ms. Montoya seconded. All in favor. Motion passed.

4. Discuss and Consider Action

- 4A. [2021-0562](#) Discuss and consider action to provide a recommendation to City Council on proposed Streets and Drainage department fees.

Mr. Groeschel discussed the proposed fees for banner placement services and provided a breakdown of the costs associated with providing this service. Mr. Groeschel, Mr. Fletcher, and Ms. Moore addressed Committee questions and concerns related to the frequency of the fee and the administrative costs associated with processing the fee. Councilmember Rogers made a motion to recommend to City Council the proposed banner placement fees. Ms. Peterson seconded. Chairperson Gleeson, Ms. Peterson, and Councilmember Rogers voted yes. Ms. Montoya voted no. Motion passed.

- 4B. [2021-0559](#) Discuss and consider action to provide a recommendation to City Council on proposed Parks and Recreation department fees.

Ms. Seaton and Mr. Hill presented current and proposed fees for meeting space and multi-purpose rooms, gymnasium rental fees, and 1849 facilities rental fees and described the supporting analyses related to each fee type. Mr. Mize, Ms. Seaton, and Mr. Hill addressed Committee questions and concerns related to not-for-profit and community access to parks and recreation facilities. Councilmember Rogers made a motion to recommend to City Council the proposed parks and recreation fees. Ms. Peterson seconded. Chairperson Gleeson, Ms. Montoya, Ms. Peterson, and Councilmember Rogers voted yes. Mr. Matlock voted no. Motion passed.

3. Approval of Minutes

- 3A. [2021-0564](#) Approval of minutes of the January 28, 2021 Quorum (Finance and Budget Committee New Member Orientation).

Councilmember Rogers made a motion to approve the minutes of the January 28, 2021 Quorum (Finance and Budget Committee New Member Orientation). Ms. Peterson seconded. All in favor. Motion passed.

5. Presentation

- 5A. [2021-0567](#) Presentation and discussion of FY21-Q2 Financial Results.

Ms. Moore presented the fiscal year 2021 second quarter financial results and answered Committee questions related to General Fund and Utility Fund revenues and expenditures.

6. Discuss Only

- 6A. [2021-0565](#) Discussion regarding American Rescue Plan Act (ARPA).

Ms. Moore provided an overview of the American Rescue Plan Act (ARPA) and an update on the City's progress on identifying general fund and utility fund items that would be eligible for a project request. Ms. Moore answered Committee questions related to potential projects.

7. Future Agenda Items

- 7A. [2021-0568](#) Meeting schedule and upcoming agenda items.

The Committee and staff discussed that the next meeting will tentatively be held on June 24th at 6:30 P.M, pending staff's confirmation of a quorum. At this meeting, the Committee will discuss and consider action on recommending the fiscal year 2022 proposed budget to City Council and returning to in-person meetings.

8. Adjourn

Meeting adjourned at 8:02 P.M.

Respectfully submitted,

Stephanie Nations
Budget Analyst

Approved as submitted on July 15, 2021.