

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PFLUGERVILLE, TEXAS, EXPRESSING SUPPORT FOR ENHANCED FINANCIAL REPORTING AND TRANSPARENCY IN CONNECTION WITH THE ANNUAL BUDGET, BOND-FUNDED PROJECTS, CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS, AND ESCROW AND IMPACT FEE FUNDS.

WHEREAS, the City Council of the City of Pflugerville values financial transparency, accountability, and informed long-term planning; and

WHEREAS, the Council seeks to support improved reporting practices related to capital spending, infrastructure progress, and the use of public funds; and

WHEREAS, enhanced reporting helps ensure that the City Council and the public receive timely, meaningful updates on major projects and commitments; and

WHEREAS, these practices align with sound fiscal management, strengthen decision-making, and promote public trust;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PFLUGERVILLE, TEXAS, THAT:

SECTION 1. Reporting on Bond-Funded Projects

The City Manager, or their designee, shall prepare and present to the City Council a report on all active bond packages. The report shall include, but not be limited to, the following for each specific project within the bond package:

1. The original budgeted cost of each project as identified in the bond program;
2. The amount expended through the prior year;
3. The amount expended in the current period;
4. The amount of additional funds currently encumbered or under contract;
5. The estimated additional unencumbered cost to complete the project;
6. The total anticipated cost of each project;
7. A comparison of the total expected cost to the original budgeted amount, including a statement of any significant variance;
8. The projected timeline for completion of the project, including any adjustments to the originally anticipated schedule;

9. A summary of interest income earned on unspent bond proceeds for each bond program and the allocation of such income;
10. The total amount of debt authorized under the bond package;
11. The amount of debt issued to date; and
12. The remaining amount of authorized debt yet to be issued.
13. Other information as requested by City Council

Reports shall be provided no later than **forty-five (45) days** following the end of each fiscal quarter, shall be presented at a regular meeting of the City Council, and shall be made available to the public on the City's website and in any other manner required by City Council or state law.

SECTION 2. Reporting on Capital Improvement Plan (CIP) Projects

The City Manager, or their designee, shall prepare and present to the City Council a report on all Capital Improvement Plan (CIP) projects budgeted in the current fiscal year. The report shall include:

1. The total anticipated cost and source of funds of each project;
2. The amount expended through the prior year;
3. The amount expended in the current period;
4. The amount of additional funds currently encumbered or under contract;
5. The estimated additional unencumbered cost to complete the project;
6. The total amount of budgeted costs and source of funds for each project in the current fiscal year;
7. A comparison of the current period amount expended to the budgeted amount, including a statement of any significant variance;
8. A comparison of the total expected cost to the originally budgeted amount, including a statement of any significant variance; and
9. The projected timeline for completion, including any changes to the original schedule.
10. Other information as requested by City Council

Reports shall be submitted no later than **forty-five (45) days** following the close of each fiscal quarter shall be presented at a regular meeting of the City Council, and made available to the public on the City's website and in any other manner required by City Council or state law.

SECTION 3. Reporting on Escrow and Impact Fee Funds

The City Manager, or their designee, shall prepare and present to the City Council a report on the following funds:

- Dedicated Parkland Escrow Fund

- Roadway Impact Fee Fund
- Traffic Impact Analysis Escrow Fund
- Tree Escrow Fund
- Sidewalk Escrow Fund
- Regional Detention Escrow Fund
- Other funds, as added or requested

Each report shall include:

1. The amount of funds collected, identified by the contributing neighborhood or development;
2. The zone or service area in which the funds were collected;
3. A list of all projects funded during the reporting period, by fund and zone;
4. The amount of total funds allocated and expended for each project;
5. The current unallocated balance in each fund by zone or service area;
6. A summary of planned or proposed uses for unallocated funds, organized by zone; and
7. An analysis of expenditure or infrastructure provided or planned for each contributing development or nearby accessible area within each zone.
8. Other information as requested by City Council

Reports shall be submitted no later than **forty-five (45) days** following the end of the second and fourth fiscal quarters shall be presented at a regular meeting of the City Council, and made available to the public on the City's website and in any other manner required by City Council or state law.

SECTION 4. Enhanced Budget Presentation Standards

The City Manager shall ensure that each annual budget presented to the City Council is arranged to show comparative figures for:

1. The current fiscal year's actual and estimated income and expenditures, and adopted budget;
2. The preceding fiscal year's actual income, expenditures, and adopted budget; and
3. The estimate of income and expenditures for the upcoming budgeted year.
4. The budget shall include **revenue from itemized sources**, including taxes, fees, intergovernmental revenues, grants, and other income categories with sufficient detail or explanation to clearly identify the nature of the revenue.
5. The budget shall include **itemized expenses categorized by type of expenditure for all significant types and sub-categories**, (e.g., salaries, taxes, specific benefits, contracted services by major type, supplies, staff development, and other major operating expenditures, debt service, capital outlay), and **with sufficient detail or explanation to clearly identify the purpose and relevant amounts**.
6. Other information as requested by City Council.

This format shall support analysis of variances between budgeted and actual financial performance, identify trends, and strengthen decision-making.

SECTION 5. Reporting on Interim Financial Statements

The City Manager, or their designee, shall prepare and present to the City Council quarterly financial statements covering all governmental funds. These statements shall include, at a minimum:

1. **A Statement of Net Position (or Balance Sheet)** for each fund;
2. **A Statement of Activities or Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual** for each fund;
3. **Revenue from itemized sources**, including taxes, fees, intergovernmental revenues, grants, and other income categories.
4. **Itemized expenses categorized by type of expenditure and significant sub-categories** (e.g., salaries, taxes, specific benefits, contracted services by major type, supplies, staff development, and other major operating expenditures, debt service, capital outlay); and
5. A summary of key components within the Statement of Net Position, including itemized assets (such as cash, investments, receivables, and restricted assets), liabilities (including accounts payable, accrued obligations, and long-term debt), and fund balance classifications or net position components (such as restricted, unrestricted, and committed balances, or net investment in capital assets).
6. Include a comparative analysis to the most relevant prior period, including a statement of any significant variance.
7. Other information as requested by City Council.

Reports shall be provided no later than **forty-five (45) days** following the end of each fiscal quarter, shall be presented at a regular meeting of the City Council, and shall be made available to the public on the City's website and in any other manner required by City Council or state law.

SECTION 6. Implementation

The City Council directs the City Manager to incorporate these reporting practices into the City's regular financial reporting process and to work collaboratively with staff to ensure consistency, clarity, and transparency. These reporting practices shall take effect immediately and apply to the current fiscal quarter.

PASSED AND APPROVED this ____ day of _____, 2025.

Victor Gonzales, Mayor

ATTEST:

Trista Evans, City Secretary