



# City of Pflugerville

## Minutes - Final City Council

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Saturday, January 29, 2011

9:00 AM

100 East Main Street, Suite 500

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### Worksession

#### 1. Call to order

*Mayor Jeff Coleman called the worksession to order at 9:10 a.m.*

**Councilmembers Wayne Cooper, Mike Marsh, Darelle White, Starlet Sattler and Victor Gonzales were in attendance. City staff attending: Brandon Wade, City Manager; Floyd Akers, City Attorney; Lauri Gillam, Assistant City Manager; Karen Thompson, City Secretary; Trey Fletcher, Managing Director of Operations; Beth Davis, Finance Director; Amy Good, Assistant Finance Director; Terri Waggoner, Public Information Officer; Amy Atkins, Parks and Recreation Director; Felix Benavides, City Engineer; James Wills, Public Works Director; Chuck Hooker, Police Chief.**

#### 2. Discuss only

- A. 2010-0431 Discussion regarding the 2011 Strategic Plan.

*There was discussion on the item. No action was taken.*

**Mr. Wade provided information on the strategic plan with input from Mr. Fletcher and Ms. Waggoner and discussed with the City Council.**

- B. 2010-0427 Discussion regarding City of Pflugerville branding and logo use.

*There was discussion on the item. No action was taken.*

**Mr. Wade provided information on the item and discussed with the City Council. Mr. Wade presented a sign blade to illustrate the use of a Pf logo concept for use on street signage. Council was in agreement with the concept.**

- C. 2010-0426 Discussion regarding city facilities, office space allocations and location of Council Chambers.

*There was discussion on the item. No action was taken.*

**Mr. Wade provided information on the item and discussed with the City Council. Mr. Wade indicated that he would be moving forward with a feasibility study to study the current facilities and necessary updating costs, facilities needs and options. He noted that a budget amendment would be required.**

**Break**

**Mayor Coleman called for a break at 10:50 a.m. He reconvened the meeting at 11:00 a.m.**

- D.     **2010-0425**     Discussion regarding existing City events to include ChiliPfest, Deutschen Pfest, Holiday Stroll and Parade, Pfirecracker Pfestival and others; and possible future events to include International Festival and others.

*There was discussion on the item. No action was taken.*

**Mr. Wade and Ms. Gillam provided information on the item and discussed with the City Council. Council was in support of the idea of combining the Holiday Stroll and Chili Pfest events. Council was to consider adding an International Festival at an upcoming Council meeting.**

**Break**

**Mayor Coleman called for a break at 12:15 p.m. He reconvened the meeting at 12:40 p.m.**

**Roll Call**

**Mr. Gonzales was not in attendance when Mayor Coleman reconvened at 12:40 p.m.**

- E.     **2010-0424**     Discussion concerning the structure and organization of the City's boards, commissions and committees: Architectural Review Board, Board of Adjustment, Charter Review Commission, Library Board, Parks and Recreation Commission, Personnel Appeal Board, Pflugerville Community Development Corporation, Planning and Zoning Commission, Tree Care Advisory Board, Deutschen Pfest Committee, Downtown Planning Committee, Finance and Budget Committee, Keep Pflugerville Beautiful Committee.

**The Council reviewed the brief summary on the make up of City boards, commissions and committees.**

**Roll Call**

**Mr. Gonzales rejoined the meeting at 12:50 p.m.**

- E. 2010-0424 Discussion concerning the structure and organization of the City's boards, commissions and committees: Architectural Review Board, Board of Adjustment, Charter Review Commission, Library Board, Parks and Recreation Commission, Personnel Appeal Board, Pflugerville Community Development Corporation, Planning and Zoning Commission, Tree Care Advisory Board, Deutschen Pfest Committee, Downtown Planning Committee, Finance and Budget Committee, Keep Pflugerville Beautiful Committee.
- There was continued discussion on the item. Mr. Wade noted that the Charter Review Commission asked that the Mayor and Councilmembers be invited to the next Charter Review Commission meeting to provide input. Mayor Coleman, Mr. Marsh, Mr. Cooper, Ms. Sattler, and Mr. Gonzales stated plans to attend.**

### **Executive Session**

*Executive session was held from 12:55 p.m. to 2:15 p.m. No action was taken.*

**Mayor Coleman announced that the City Council was retiring to executive session for discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code on item 2E (2010-0424) for discussion concerning the structure and organization of the City's boards, commissions, and committees. Mayor Coleman reconvened in open session at 2:15 p.m. No action was taken.**

- E. 2010-0424 Discussion concerning the structure and organization of the City's boards, commissions and committees: Architectural Review Board, Board of Adjustment, Charter Review Commission, Library Board, Parks and Recreation Commission, Personnel Appeal Board, Pflugerville Community Development Corporation, Planning and Zoning Commission, Tree Care Advisory Board, Deutschen Pfest Committee, Downtown Planning Committee, Finance and Budget Committee, Keep Pflugerville Beautiful Committee.
- There was continued discussion on the item. No action was taken.*
- Mayor Coleman asked Mr. Wade to draft a letter to the Finance and Budget Committee explaining the duties of the Committee as outlined by the resolution establishing the Committee.**

- F. 2010-0428 Discussion regarding First Quarter 2011 financial update.

*There was discussion on the item. No action was taken.*

**Mr. Wade and Ms. Davis provided information on the item and discussed with the City Council.**

### **Break**

**Mayor Coleman called for a break at 2:52 p.m. He reconvened the meeting at 3:02 p.m.**

- G. 2010-0429 Discussion regarding revenue source analysis and budget considerations.

*There was discussion on the item. No action was taken.*

**Mr. Wade and Ms. Gillam provided information on the item and discussed with the City Council.**

- H. 2010-0430 Discussion regarding scheduling and agenda items for an April 2011 budget retreat worksession.

*There was discussion on the item. No action was taken.*

**Mr. Wade provided information on the item and discussed with the City Council. Mr. Wade indicated as suggested topics for the retreat: Census data report, six month Fiscal Year 2011 budget data, Fiscal Year 2012 budget kick off, budget packet introductory discussions, employee benefits and raises, and impact of the 1/2 cent property tax reduction. The budget retreat worksession was scheduled for April 23, 2011 at 9:00 a.m.**

### 3. Adjourn

*The meeting was adjourned at 3:45 p.m.*

**Mr. White made a motion to adjourn. Ms. Sattler seconded the motion. All voted in favor. The motion carried.**

**Respectfully submitted,**

**Karen Thompson  
City Secretary**

Approved as \_\_\_\_\_ on February 22, 2011.