



City of Pflugerville

Minutes - Final

City Council

Tuesday, August 23, 2022

5:00 PM

100 East Main Street, Suite 500

Worksession

1. Call to Order

Mayor Victor Gonzales called the worksession to order at 5:00pm. Mayor Pro Tem Doug Weiss and Councilmembers Ceasar Ruiz, Kimberly Holiday, and Jim McDonald were in attendance. Councilmember David Rogers joined the worksession at 5:03pm. Councilmember Rudy Metayer was not in attendance.

City staff in attendance: James Hartshorn, Deputy City Manager; Emily Barron, Assistant City Manager; Brian McDougal, Interim Assistant City Manager; Charles Zech, City Attorney; Trista Evans, City Secretary; Melissa Moore, Finance Director; Sara King, Assistant Finance Director; Jason O'Malley, Police Chief; Jason Smith, Assistant Police Chief; Jeremy Frazzell, Planning and Development Services Director; Patricia Davis, City Engineer; Jeff Dunsworth, Assistant City Engineer; Breanna Higgins, Assistant to the City Manager; Christin Lindsey, Sr. Financial Analyst; Cody Collins, IT Director; Gwen Holford, Application and Web Developer.

2. Discuss Only

2A. [2022-0824](#)

Conduct a presentation regarding the small business grant program funded through ARPA and administered by BCL of Texas.

Mayor Gonzales opened the item for discussion. Raquel Valdez Sanchez with BCL provided information about the program overview and outreach and engagement details including door to door visits, emails, and social media. Ms. Valdez Sanchez reviewed the applications results numbers and discussed the circumstances for ineligible applicants. Mayor Pro Tem Weiss asked about home based businesses and Ms. Valdez Sanchez stated they were about one third of the applicants and BCL can work with area networks to connect with home based businesses.

Mr. Ruiz asked about the process for applicants to be notified they were ineligible. Ms. Valdez Sanchez discussed the notices that were sent out with the information for an appeals process as well as the process when an applicant was accepted into the grant program. Discussion followed regarding allocation of money and guidelines. Mr. Ruiz asked for another presentation from BCL at the next appropriate time when more numbers are updated.

2B. [2022-0804](#)

Conduct a presentation on FY22 Quarter 3 financial update.

Mayor Gonzales opened the item for discussion. Ms. Lindsey presented the

FY22 Quarter 3 update discussing general fund revenues and expenditures, water and wastewater funds, and solid waste fund. Mr. Rogers asked about the special services line item. Ms. Lindsey stated it is for debt service payments. Mr. Rogers asked for information about departments that have more of their budget left to spend. Ms. Lindsey provided information, stating for most of them expenditures will hit in the fourth quarter, and for the revenues that are behind the city is generally expecting large payments in quarter 4 to meet the budget. Discussion followed regarding franchise payments.

2C. [2022-0821](#)

Conduct a presentation of the quarterly report, the City's Capital Improvement Program and 2020 Bond Program Status.

Mayor Gonzales opened the item. Ms. Davis introduced Giancarlo Patino with Freese and Nichols and Rufo Reyes with Vanir Construction. Mr. Patino provided information about the 2020 Transportation Bond Program and spoke about the schedule of projects. Mayor Pro Tem Weiss asked for more information about Freese and Nichols needing a 24 month extension. Mr. Patino and Ms. Davis provided clarification stating it is a five year plan and the first contract was only for 18 months. Mr. Rogers asked about Kelly Lane and Ms. Davis provided information. Mr. McDonald asked about drainage requirements. Mr. Patino provided information about Atlas 14 and flood plains.

Mr. Reyes provided information about the 2020 Parks Bond Program and discussed the program status. Mr. Reyes discussed the budget stating that construction estimates are coming in higher than was expected and answered questions from council.

Ms. Davis gave an update about the Recreation and Senior Center and FY22 budget summary. Ms. Davis answered questions from council about unexpended funds and the impact on the next budget. Ms. Davis provided an over of capital projects and progress.

2D. [2022-0244](#)

Conduct a presentation on the Information Technology Department.

Mayor Gonzales opened the item. Mr. Collins introduced the IT team and provided information about their day to day responsibilities. Mr. McDonald provided comment about the amount of inventory that IT keeps track of. Mr. Collins discussed recent achievements including migrating to Office 265, electronic recycling, and security programs. Mr. Collins discussed projects in progress included a wireless master plan, and implementation of Tyler Munis ERP.

3. Adjourn

Mayor Gonzales adjourned the worksession at 6:39pm.

Respectfully submitted,

Trista Evans, City Secretary

Approved as _____ on September 13, 2022.

