



# City of Pflugerville

## Minutes - Final

### City Council

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Saturday, March 11, 2017

8:00 AM

100 East Main Street, Suite 500

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#### Worksession

#### 1. Call to order

Mayor Victor Gonzales called the worksession to order at 8:02 a.m. Councilmembers Doug Weiss, Jeff Marsh, and Starlet Sattler were in attendance. Councilmember Mike Heath entered the worksession at 8:04 a.m. Councilmember Omar Peña was absent. City employees in attendance: Brandon Wade, City Manager; George Hyde, City Attorney; Karen Thompson, City Secretary; Trey Fletcher, Assistant City Manager; Lauri Gillam, Assistant City Manager; Tom Word, Assistant City Manager; Jessica Robledo, Police Chief; Jim McLean, Assistant Police Chief; Caroline Davis, Municipal Court Administrator; Wayne Granger, Field Operations Superintendent; Wiley Web, Utility Superintendent; James Wills, Public Works Director; Matt Woodard, Utility Superintendent; Amy Good, Finance Director; Elizabeth Taplin, Human Resources Manager; Rhonda McLendon, Animal Welfare Services Director; Daniel Berra, Assistant Library Director; Jennifer Coffey, Library Director; Terri Toledo, Communications Director; Jeremy Frazzell, Assistant Planning Director; Emily Barron, Planning Director; Blake Overmyer, Building Official; Cindy Pierce, Development Engineering Director; David Bunch, Chief Information Officer; Amy Giannini, City Engineer; James Hemenes, Parks Director. Jim McDonald, Parks Commission Vice Chair; Tammie Williamson, Planning and Zoning Commission Chair; Barbara Woodworth and Michelle Smith, Boardmembers of Friends of Animal Welfare Services; attended.

#### 2. Introduction

Mr. Wade provided comments and suggested opening items 4A, 4B, 4C, and 4D for discussion. Mayor Gonzales suggested focusing on two goals. He opened items 4A, 4B, 4C and 4D for discussion.

#### 3. Public Comment

Barbara Woodworth stated that when they talk about one or two objectives, that it needs to be a combination of people and brick and mortar.

#### 2. Introduction

City staff in attendance introduced themselves.

#### 4. Discuss only

##### 4A. [2017-5621](#)

Discussion regarding the 2016-2017 Strategic Plan.

1. Fiscal Responsibility and Economic Development
  - a. 5-year Pro Forma
  - b. Fiscal Year 2018 budget projections
  - c. Economic Development
2. Public Safety
  - a. Police Department Organizational Chart
  - b. Facilities and Programs
  - c. Funding
3. Infrastructure and Transportation
  - a. Roadway Maintenance, Capital Projects and Funding
  - b. Regional Transportation Efforts and Funding
  - c. Transit
  - d. Facilities: City Offices/City Hall
  - e. Drainage Maintenance, Capital Projects and Funding
  - f. Water and Wastewater Utilities, Capital Projects and Funding
4. Public Engagement and Quality of Life
  - a. Parks and Rec Capital Projects, Facilities, Programs and Funding
  - b. Library Capital Projects, Facilities, Programs and Funding
  - c. Animal Welfare Services Capital Projects, Facilities, Programs and Funding
  - d. Downtown Projects and Funding

**Mr. Wade reviewed the vision, mission, community values and key focus areas.**

**Under Fiscal Responsibility, Ms. Good provided a handout showing preliminary estimates for the Fiscal Year 2018 budget. Ms. Gillam provided information and discussion followed. Additional discussion was to take place at the worksession planned for April 22, 2017.**

**Under Economic Development, Mr. Wade suggested a possible interlocal agreement with the Pflugerville Community Development Corporation (PCDC) to define the partnership and division of responsibilities. Discussion followed. Mr. Marsh stated that when the City is approached, they need to keep the negotiations with the City. He stated that the PCDC could be the marketing tool to bring the businesses to the City. Discussion continued. Mr. Heath suggested adding a city economic development employee to be the liaison with the PCDC. He stated that he thinks the leadership has to come from the City. Mr. Weiss indicated a need for the interlocal agreement to formalize the relationship. Discussion followed. Mayor Gonzales stated that the City Manager states that the City needs more sales tax. He asked how that relates to the goals of the PCDC. Mr. Weiss explained that the PCDC's goal is to bring jobs and its focus is quality of life. There was further discussion.**

**Mayor Gonzales called for a break at 9:14 a.m. He resumed the meeting at 9:26 a.m.**

**Under Public Safety, Chief Robledo and Assistant Chief McLean presented a new organizational chart and reviewed the requested new positions and equipment with an estimated annual expense of approximately \$2,000,000. Discussion followed.**

Under Infrastructure and Transportation, Mr. Wade asked to discuss facilities. Discussion followed regarding a City Hall facility. Mr. Wade indicated a need to do a space allocation plan. It was noted that Development Services is maxed out in their current facility and that it is inefficient to be in separate buildings. Mr. Marsh asked to look at the overall facilities plan and to include the plan in the budget.

Mayor Gonzales called for a break at 10:47 a.m. He resumed the meeting at 11:01 a.m.

Infrastructure and Transportation was continued. Mr. Wade asked if the Council was satisfied with Mr. Word's plan regarding street maintenance. Mr. Heath asked regarding a schedule for CIP bond projects for the rebuilding of streets. Mayor Gonzales asked regarding the streets in the Colored Addition. Mr. Word stated that they have looked at those streets but it is above the regular maintenance. Mr. Heath stated a need to develop a program of projects. Discussion followed.

Discussion followed regarding the City's Comprehensive Plan. Mr. Wade noted that it they might need to do a new one. Mr. Heath stated that one of priorities might be to add actionable items that are meaningful. Mr. Heath stated that they don't have time to wait for a comprehensive plan, that they need to plan for Right of Way dedication now and get the footprint right. Discussion followed with Mr. Wade regarding regional transportation efforts.

Under Drainage, Mr. Wade stated that the City does not have a city-wide plan. He stated that they have focused on development drainage and the City does not have much of a drainage program. Discussion followed regarding the possibility of creating a drainage utility. Mr. Fletcher stated that he would like to partner with the County to do a basin study.

Under Water and Wastewater Utilities, Mr. Word reported on the efforts of the 10-year program. He stated that wastewater treatment is the biggest issue coming up and that it must be expanded. Mr. Weiss asked regarding future municipal utility district (MUD) development. Mr. Wade stated that the City Council needs to have a workshop discussion on the subject. Discussion followed.

Mayor Gonzales called for a break at 11:55 a.m. He resumed the meeting at 12:14 p.m.

Mr. Wills provided information regarding water operations, to include water line information, information on the Colorado River pump station and hydrilla maintenance at Lake Pflugerville.

Mr. Wade noted that Ms. Gillam is a member of the Region K coalition of Highland Lake firm water users (LCRA users) and represents all small cities.

Mr. Wills provided information on staffing challenges in that there are not enough qualified operators. Discussion followed.

Under Parks and Recreation, Mr. Hemenes provided an update on new projects. He noted the importance of parks to economic development and the

recruitment of companies. He reviewed needs in parks and recreation to serve seniors, to maintain new parks, to upgrade existing playgrounds and to add program staff. He discussed park maintenance and stated a need to update the parks master plan. Discussion followed.

Under Library, Ms. Coffey provided an overview of new programs, senior programs and meeting room usage. She stated that they are working with Animal Welfare Services.

Under Animal Welfare Services, Ms. McLendon spoke regarding their volunteers and stated that they are waiting for their new building to come in. She provided information on a contract with Starmark to provide dogs for their training program which if not adopted while with them are then returned to the shelter and available for adoption with the training certificate. She spoke regarding the responsibilities and work of the volunteers. Discussion followed.

**4B.**     [2017-5645](#)

Discussion regarding communications with the Mayor and Council.

Mr. Wade noted that Communications is an area with capacity concerns. Ms. Toledo provided information on the new website, social media, Slack, a new citizen survey going out with results in April, police department efforts, a drone for photographing events and CIP projects, and Pfocus videos. There was discussion.

**4A.**     [2017-5621](#)

Discussion regarding the 2016-2017 Strategic Plan.

1. Fiscal Responsibility and Economic Development
  - a. 5-year Pro Forma
  - b. Fiscal Year 2018 budget projections
  - c. Economic Development
2. Public Safety
  - a. Police Department Organizational Chart
  - b. Facilities and Programs
  - c. Funding
3. Infrastructure and Transportation
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4. Public Engagement and Quality of Life
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Under Infrastructure and Transportation, Mr. Wade noted that Capital Improvement Project (CIP) Management is another area with capacity concern.

Ms. Giannini reviewed the status of personnel and projects. Discussion followed.

Mr. Wade stated that they also have development review and inspections. Ms. Pierce, Mr. Overmyer and Ms. Barron were in attendance. Ms. Barron provided an update on the status of the hospital, Living Spaces and Zaxby's. Mr. Wade noted that Development Services is an area with capacity concern. Ms. Barron provided information. Mr. Overmyer provided information on building inspections being very efficient and timely and reported on the use of inspection outsourcing. Discussion followed.

Under Downtown Projects and Funding, it was noted that the subject is on the March 14, 2017 Council agenda and is scheduled for staff presentation on March 28, 2017.

**4C. [2017-5623](#)**

Discuss and provide direction to the City Manager regarding the 2016-2017 Strategic Plan.

General discussion of the item took place under item 4A.

**4D. [2017-5622](#)**

Discuss and provide direction to the City Manager regarding the 2017-2018 Strategic Plan.

Mr. Wade thanked the Council for their participation and input, stating that the worksession was just what he envisioned. He stated that he hopes to bring forward what he heard was the Council's priorities on April 22, 2017 for discussion and feedback. He noted that the strategic plan items would be on the March 14, 2017 Council agenda and the Council could also provide direction at that time.

**4E. [2017-5644](#)**

Discussion regarding Council reimbursement policy.

Mr. Hyde stated that the reimbursement policy could be on a future agenda. He distributed information from the Charter and current code of ordinances.

**4F. [2017-5657](#)**

Discussion regarding office space planning. (Requested by: Mayor Pro Tem Omar Peña)

There was no discussion on the item. Mayor Pro Tem Peña was not in attendance.

**4G. [2017-5658](#)**

Discussion regarding Extraterritorial Jurisdiction (ETJ)/Annexation Plan- stepped phase and prioritization. (Requested by: Mayor Pro Tem Omar Peña)

There was no discussion on the item. Mayor Pro Tem Peña was not in attendance.

**5. Adjourn**

The worksession was adjourned by consent at 2:33 p.m.

Respectfully submitted,

Karen Thompson  
City Secretary

Approved as \_\_\_\_\_ on March 28, 2017.