



# City of Pflugerville

## Minutes - Final

### City Council

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Saturday, April 22, 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 Mike Heath were in attendance. Mayor Pro Tem Omar Peña entered the worksession at 8:03 a.m. Councilmember Starlet Sattler was absent. City employees attending: Brandon Wade, City Manager; George Hyde, City Attorney; Karen Thompson, City Secretary; Lauri Gillam, Assistant City Manager; Trey Fletcher, Assistant City Manager; Tom Word, Assistant City Manager; Amy Good, Finance Director; David Bunch, Chief Information Officer; Terri Toledo, Communications Director; Cindy Pierce, Development Engineering Director; Caroline Davis, Municipal Court Administrator; Amy Giannini, City Engineer; James Hemenes, Parks Director; Jennifer Coffey, Library Director; James Wills, Public Works Director; Rhonda McLendon, Animal Welfare Services Director; Emily Barron, Planning Director; Jeremy Frazzell, Assistant Planning Director; Elizabeth Taplin, Human Resources Manager; Jessica Robledo, Police Chief; Jim McLean, Assistant Police Chief. Amy Madison, Executive Director of the Pflugerville Community Development Corporation; Jimmy Esparza and Gerry Rieger representing Waste Connections; Emily Donovan of Community Impact Newspaper; Victor Johnson and A.K. Brewer, Pflugerville Community Development Corporation Boardmembers, also attended. Staff and attendees provided introductions.

#### 2. Discuss only

##### 2A. [2017-5772](#)

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

Under Fiscal Responsibility, Ms. Gillam distributed a packet of financial handouts and reviewed and discussed with the Council and staff. Under Public Safety, Chief Robledo reviewed and discussed the Police Department's status of items. Mr. Bunch and Mr. Hyde discussed issues and solutions regarding the body camera contract. Under Infrastructure and Transportation, Ms. Giannini reviewed and discussed the status of items. She noted that the Five Year CIP plans would be presented at the May 9, 2017 Council meeting. Mayor Gonzales called for a break at 9:50 a.m. He reconvened at 10:00 a.m. Mayor Gonzales provided comments on the changes of the city over the last 10 years. Under Public Engagement and Quality of Life, Ms. Toledo provided information on current initiatives and outreach.

##### 2B. [2017-5773](#)

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

Mr. Wade stated that this is an opportunity to begin the creation of the next plan. Mr. Wade asked them to first consider their vision, mission and community values statement. There were no suggested changes. Mr. Wade stated that this has been a one-year strategic plan. He suggested that they consider making it a five-year strategic plan and list major items that they wish to consider. Mr. Wade suggested that on the major items, these should be major categories that we are working on with prioritization of the activities. Discussion followed.

Mr. Wade distributed a draft five year strategic plan for discussion. Mr. Heath stated he would like to add Fiscal Responsibility. Mr. Weiss stated that he sees it as an over-arching item. Discussion followed. Mr. Heath requested to move Benchmarking and Metrics to a "1" as a high priority in order to have the data to make sound decisions. Mr. Wade stated that there is one other item, that is listed as a "1", trash and recycling services. He stated that the city renewed commercial franchises for one year to align with the current residential trash and recycling contract. He stated that they can do a request for proposals or can extend the existing contract. He stated that some cities utilize a single provider for commercial garbage, so that is a topic for discussion. Discussion followed regarding residential and non-residential trash service.

Discussion continued regarding the proposed strategic plan. Mr. Heath stated that he would like to see on Administrative, time sheets defining projects, programs, and daily operations. Discussion followed. Mr. Weiss stated that he doesn't want to add staff to keep project times in order to find out we need more staff. Mayor Pro Tem Peña asked how they would benefit. He stated that he understands the detail to be received, but asked what it would accomplish. Mr. Heath stated that he thinks it is important, but not urgent. He stated that putting a process in place now would be good for the future when the city is larger. Mayor Pro Tem Peña suggested addressing at a macro level at this time, not at an individual project level. Mr. Wade suggested surveying other cities to see what their best practices are. Mr. Wade asked the Council to look at the items on the strategic plan list and provide any feedback. There was continued discussion.

**2C.**     [ORD-0349](#)

Discussion regarding an ordinance proposed by Councilmember Mike Heath with the caption reading: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PFLUGERVILLE, TEXAS, AMENDING THE CITY OF PFLUGERVILLE, TEXAS CODE OF ORDINANCES, BY ADOPTING AN UNENCUMBERED OPERATING CAPITAL RESERVES FUND BALANCE POLICY AS TITLE III, CHAPTER 33, SECTION 33.07 TITLED OPERATING CAPITAL RESERVE FUND POLICY; PROVIDING A CUMULATIVE CLAUSE; REPEALING ALL ORDINANCES TO THE EXTENT THEY ARE IN CONFLICT WITH THE AMENDED SECTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Requested by Councilmember Mike Heath)

Mr. Wade stated that the city currently has a 25% reserve as required by the city charter. He stated that the city's financial advisor has stated that any higher is not beneficial. He stated that in addition to the 25% reserve, he has instructed finance staff to keep an additional 3% for minor emergencies. Mr. Heath stated that he wanted to look at the largest downturn and the amount of

reserves the city would need to maintain current staff and services. He stated that his thought is that this is a time of prosperity, but he would like to build it up in case there is a downturn so the city could continue on until a recovery time. Discussion followed. Mr. Heath stated that he is willing to let this go. He stated that it's just how he would conduct his business to weather a downturn. There was continued discussion.

**2D. [ORD-0350](#)**

Discussion regarding an ordinance proposed by Councilmember Mike Heath with the caption reading: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PFLUGERVILLE, TEXAS, AMENDING THE CITY OF PFLUGERVILLE, TEXAS CODE OF ORDINANCES, BY ADOPTING A STRATEGIC PLAN PERFORMANCE METRICS AND PRIORITIES POLICY AS TITLE III, CHAPTER 33, SECTION 33.08 TITLED PERFORMANCE METRICS AND PRIORITIES POLICY; PROVIDING A CUMULATIVE CLAUSE; REPEALING ALL ORDINANCES TO THE EXTENT THEY ARE IN CONFLICT WITH AMENDED SECTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Requested by Councilmember Mike Heath)

Mr. Heath stated that Calgary has done a nice evaluation and is conveying the benefits with this type of program. Mr. Wade stated that the International City Managers Association (ICMA) has benchmarking information that they could take a look at. Mr. Heath stated that he would provide staff with the suggested metrics that he has. Mayor Gonzales exited the meeting at 11:35 a.m.

**2E. [2017-5737](#)**

Discuss a possible SH130 and SH45 zoning overlay. (Requested by Councilmember Mike Heath)

Mayor Pro Tem Peña called for a break at 11:37 a.m. Mayor Gonzales returned to the meeting and reconvened at 12:05 p.m. Mr. Fletcher presented on SH 130 and SH 45 corridor planning and development. Ms. Barron presented on the comprehensive plan and corridor districts and stated staff is recommending evaluating with the update of the comprehensive plan which will be requested in the fiscal year 2018 budget. Council viewed the corridor map and discussed modifying land use tables and potentially adding a corridor level 6 (CL6). Mr. Heath asked if they need to make a moratorium until they can do that. He asked what the development pressures are and how quickly it could be done. Staff estimated six months for review and update to the ordinances. Mr. Weiss asked if a study needs to be done on the corridor. There was continued discussion.

**2F. [2017-5769](#)**

Discuss current and proposed policies for the consent and development of special purpose districts, including municipal utility districts, and comprehensive planning of the Pflugerville extraterritorial jurisdiction (ETJ).

Ms. Barron reviewed comprehensive plan items related to MUD and special district policies. Mayor Pro Tem Peña indicated his desire to extend the city's ETJ to the east. Discussion followed regarding the potential growth area. Council discussed the need for a MUD policy and an in-city MUD policy.

**2G. [2017-5768](#)**

Discuss downtown development plans, goals, objectives, and

strategies.

Ms. Barron presented a draft strategic plan for downtown to include immediate needs, short-term, mid-term and long-range projects. Discussion followed. Mr. Heath asked how large downtown needs to be to be sustainable. Council discussed creating a larger boundary. Mr. Marsh stated a need to start on this and get a plan in place. He asked if this is something that the Council is willing to do. Mr. Heath stated that it depends and provided comments. Mr. Marsh stated that they could plan big and then not take action and that would be a waste of time and money. Mr. Wade stated that he thinks that Mr. Heath's comments are well founded, that they need to have information available to see how feasible this is going to be to put together a viable downtown. Ms. Toledo stated that there were a lot of comments in the citizen survey regarding downtown. She stated that downtown came in as a high priority. Mr. Wade stated that they would bring back a proposal for the viability of the downtown. He stated that Pecan Street and its current configuration is also a consideration.

Mayor Gonzales exited the meeting at 1:52 p.m. Mayor Pro Tem Peña called for a break. Mayor Pro Tem Peña reconvened at 2:06 p.m.

**2H. [2017-5765](#)**

Discuss the Pflugerville Community Development Corporation (PCDC) Comprehensive Economic Development Strategy (CEDS).

Ms. Madison presented on the item. Mr. Weiss asked if city staff had a chance to review and if they are in support. Mr. Wade stated that they have reviewed and that some of the items are fine. He stated that he thinks it is a policy item, if the Council would like to proceed. Ms. Madison indicated they would adjust the plan as needed. Discussion followed regarding the proposed plan.

**2I. [2017-5764](#)**

Discuss regional mobility issues in Pflugerville including transit, transportation and congestion relief strategies.

Mr. Fletcher presented on the transit development plan concepts. He recommended holding a public hearing in May and to consider adopting the plan in June. Mr. Wade noted that the city ceased its contract with the Goodman Corporation a month or two ago. Mr. Heath suggesting using the remaining funds on that contract for the regional study. Mr. Wade indicated to concur with Mr. Heath. Discussion followed. Mr. Heath suggested waiting on the adoption of the transit development plan due to the current environment of changing concepts in the region. Mr. Wade indicated that they could wait on the adoption for now.

Mr. Heath stated FM 685 is in the core of the city and where we will see most of the traffic. He stated that he likes the idea of getting better access and he would like to prepare for the ultimate build out of roads, like seven lanes on Weiss Lane. He indicated a need to adopt a plan to that point. Mr. Weiss stated that congestion relief is needed around the lake and schools. He stated that putting some paint on the road could provide some improvement. Mr. Heath stated a need for schools to provide adequate pick up and drop off areas. There was continued discussion.

**2J. [2017-5798](#)**

1.) Executive Session Item: Discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code regarding the duties of the City Manager.

Mayor Pro Tem Peña announced that the Council was retiring to executive session on item 2J. He read the item and retired to executive session. The time was 3:02 p.m. Mayor Pro Tem Peña reconvened in open session at 3:59 p.m.

### **3. Adjourn**

Mr. Marsh made a motion to close the worksession. Mr. Heath seconded the motion. All voted in favor. The worksession was adjourned at 3:59 p.m.

Respectfully submitted,

Karen Thompson  
City Secretary

Approved as \_\_\_\_\_ on May 9, 2017.