



**MINUTES
FINANCE AND BUDGET COMMITTEE
City Council Chambers
100 E Main St, Suite 500
Thursday, June 28, 2018
6:00 P.M.**

1. Call to Order.

Chairperson Ryan called the meeting to order at 6:03 p.m. Committee members in attendance were: Allison Atherton, Darryl Houston, Daverick Isaac, Councilmember Jeff Marsh and Melody Ryan. Staff members in attendance were Trey Fletcher, Interim City Manager; Lauri Gillam, Assistant City Manager; Amy Good, Finance Director; Lauren Henkes, Assistant Finance Director; and Sarah Moody, Budget Analyst.

2. Approval of minutes of the May 24, 2018 meeting.

Ms. Atherton made a motion to approve the May 24, 2018 meeting minutes. Councilmember Marsh seconded. Motion passed.

3. Discuss and consider action to recommend an audit services firm to City Council.

The City advertised a Request for Proposals (RFP) for audit services for both the City of Pflugerville and the Pflugerville Community Development Corporation (PCDC). Finance received six responses. Ms. Henkes went over the RFP outlining the requirements and criteria for audit services for fiscal year ending September 30, 2018 with an option to renew for each of the 4 subsequent years. A summary was provided of the top two firms determined by an outlined criteria and using a point system. Ms. Henkes highlighted strengths of each of the two firms and provided a recommendation from Finance staff to select Pattillo, Brown & Hill, L.L.P. as the audit firm to perform the fiscal year 2018 audits. Ms. Henkes fielded questions from the Committee.

Ms. Atherton made a motion to approve the recommendation from staff to recommend selecting Pattillo, Brown & Hill, L.L.P. as the audit firm to perform the fiscal year 2018 audits to City Council. Councilmember Marsh seconded. Motion passed.

4. Discuss departmental budgets – Police, Legal Services, Information Technology, Administration and Utilities.

The Committee reviewed the departments and staff answered any related questions.

5. Future Meetings.

The next meeting will be July 26, 2018.

6. Adjourn.

Councilmember Marsh made a motion to adjourn. Mr. Houston seconded. Chairperson Ryan adjourned the meeting at 7:32pm.

Respectfully submitted,
Lauren Henkes
Assistant Finance Director