



**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF SUNSET VALLEY, TEXAS  
JANUARY 4, 2022  
6:00 P.M.**

**COUNCIL MEMBERS PRESENT**

Marc Bruner, Mayor  
Mayor Pro tem Alfonso Carmona  
Council Member Rob Johnson  
Council Member Justin Litchfield  
Council Member Wanda Reetz  
Council Member Rudi Rosengarten

**STAFF PRESENT**

Sylvia Carrillo, City Administrator  
Carolyn Meredith, Public Works Director  
Lenn Carter, Chief of Police  
Matt Lingafelter, City Secretary  
Barbara Boulware-Wells, City Attorney  
Suzanna Fleegal, Accountant

**1. Call to order of the City Council.**

- Mayor Bruner called the meeting to order at 6:02 P.M.
- Mayor Bruner made a statement regarding the COVID-19 pandemic

**2. Citizen/Public Communication**

- Melissa Gonzales
- Keri Collins

**3. Staff Reports**

- Sylvia Carrillo delivered the Administration Report
  - Question from Council Member Carmona on the development process; discussion with staff
- Carolyn Meredith delivered the Public Works Report
  - Question and comments from Mayor Pro tem Carmona on Water and Wastewater Licenses in the department
  - Question from Council Member Litchfield on Engineering Design phase for CIP projects
  - Question from Council Member Johnson on the Valley Creek Trail project
- Chief Carter delivered the Public Safety Report
  - Question and comment from Council Member Johnson regarding New Year's Eve
  - Question and comment from Mayor Pro tem Carmona on speeding and pedestrian safety in the Villas

- Staff direction to prepare a survey to send out to the Villas, and potentially other neighborhoods and streets

4. **Council consideration of agenda items for approval on consent.**

Council Member Rosengarten made a motion to approve Agenda Items #6 and 11 on consent, seconded by Council Member Reetz. All voted in favor and the motion carried.

***Items Which May Be Considered and Acted on Consent***

5. **Consider and act on approval of the minutes from the December 7, 2021 regular meeting. (Mayor Bruner/Administration)**

- Council Member Carmona had a question regarding Agenda Item #16 from the December 7<sup>th</sup> draft minutes
- Correction to include “item not addressed” for Agenda Item #16

Council Member Reetz made a motion to approve the minutes with corrections to items #14 and 16, seconded by Mayor Pro tem Carmona. All voted in favor and the motion carried.

6. **Consider and act on additional Committee/Commission appointments for 2022. (Mayor Bruner/Administration) Agenda Item Approved on Consent**

***Presentation Items for Discussion and Possible Action***

7. **Consider and act on City Council Retreat Planning (Mayor Bruner/Administration)**

- Mayor Bruner introduced the agenda item
- Council and staff discussed the format of the retreat, with consensus being a Council and staff-only retreat on Friday the 21<sup>st</sup> and Saturday the 22<sup>nd</sup>
- Potential third retreat date in February after all Committee leadership has been elected
- Council Member Reetz requested financial information to be provided, including updated fund balances
- Survey will be sent to Council Members to be completed by the 10<sup>th</sup>, so the Mayor and staff can finalize the agenda by the 14<sup>th</sup>

8. **Consider and act on approval of Ordinance amending the FY 2021 Budget (Budget Amendment #2 – FY 21) and appropriation of a budget surplus. (Mayor Bruner/Administration)**

- A. **Budget Adjustment Ordinance**
- B. **Transfer/Subsidy Adjustment Ordinance**
- C. **Budget Sweep (informational only - no action)**

This item was discussed after Agenda Item #10.

Council Member Rosengarten made a motion to table Agenda Item #8, seconded by Council Member Johnson. Brief discussion by Council.

Mayor Pro tem Carmona voted yes                      Council Member Litchfield voted no  
Council Member Johnson voted yes  
Council Member Reetz voted yes  
Council Member Rosengarten yes

With four votes in favor, the motion carried, and the item was tabled.

**9. Consider and act on a variance request from Google Inc. for alternative methods of installation of internet fiber in Sunset Valley. (Council Member Rosengarten/Administration)**

- Sylvia Carrillo introduced the variance request
- Presentation from John Michael Cortez with Google Fiber
- Questions and comments from Council Members
- Discussion of implementation, communication, and logistics with residential neighborhoods if this project is to move forward
- Citizen Comments:
  - Melissa Gonzales
    - Comments from Council Member Carmona on possibly sending this variance request to the Public Works Committee at their January meeting
  - Mayor Bruner read an OpenGov comment from Ariel Cloud

Council Member Litchfield made a motion to approve the variance based on the finding for alternative methods of installation of internet fiber, seconded by Council Member Reetz.

Comments from Council Members, and additional questions for the applicant regarding the timeline. All voted in favor and the motion carried.

Council took a short recess.

**10. Consider and act on approval of a final site plan and landscaping plan for 4800 W. Highway 290 which includes the following variance requests from Townbridge Homes, LLC (Mayor Bruner/Administration):**

- **Chapter 150.332(H), previously Chapter 4.301 Impervious Cover subsection (h). Owner is requesting a variance to impervious cover limits from 18% to 23.59%.**
- **Chapter 150.606(A), previously Chapter 10.201 Basic Regulations subsection (a) requires a fire lane in off-street parking with more than five parking spaces. Owner is requesting a variance to not include a fire lane in the**

THIS IS NOT A TRANSCRIPT OF THE MEETING. A RECORDING OF THIS MEETING IS ON THE CITY'S WEBSITE.

**parking area behind the building as the only access to that parking area is through the building.**

- **Chapter 150.593(C), Table 3, previously Chapter 10.108 Design Standard subsection (c), Table 3 requires a drive aisle 26 feet in width with 90-degree parking stalls that are 9 feet wide and 18.5 feet deep. Owner is requesting a drive aisle width of 25'**

**Alternative Landscape Compliance**

- **Chapter 150.689(B), previously Chapter 13.700 Variance and Alternative Landscape Compliance subsection (b) allows for Alternative Landscape Compliance for the parking area. Owner is requesting alternative compliance and is demonstrating an equal or better condition based on scoring as allowed in the LDC.**

- Sylvia Carrillo introduced this item and the variance requests
- Presentation from Aaron Levy with Townbridge Homes, LLC
- Comments and questions from Council Members
- Comment from Ron Thrower of Thrower Designs, Land Planner
- Citizen Comments:
  - Jean Wilkins
  - Horacio Gasquet
  - Melissa Gonzales
  - Mayor Bruner read comments from the following:
    - Ingrid Morton
    - Robert Skewis
    - Terry Cowan
    - Anezka Carmona
  - Ron Thrower, representing the applicant
  - Horacio Gasquet

Council Member Reetz made a motion to extend the meeting past 9:00 P.M., seconded by Council Member Johnson. All voted in favor and the motion carried.

- Comments from Barbara Boulware-Wells, City Attorney
- Citizen Comment:
  - Melissa Gonzales
- Additional comments from Council Members and discussion with the applicant

Mayor Pro tem Carmona made a motion to table this item to the February 1<sup>st</sup> regular meeting, seconded by Council Member Litchfield. Additional comments and questions from Council Members and discussion with the applicant. All voted in favor and the motion carried.

The applicant asked for clarification from the Mayor and the Council.

11. **Consider authorization to apply for Performance Support grant funds from the Texas Commission on the Arts to support hiring of musicians for ArtFest**

**2022 and authorize the Mayor to execute contracts for ArtFest 2022. (Council Member Johnson/Administration) *Agenda Item Approved on Consent***

***Executive Session Items – Possible Action in Open Session***

12. **Convene into Executive Session pursuant to Texas Government Code Section 551.071 and Texas Disciplinary Rules of Professional Conduct Section 1.05 to consult with the City's Legal Counsel concerning legal issues.**
- **Pending Litigation – S. Wilson vs. City of Sunset Valley**

Council Member Johnson made a motion to move into Executive Session, seconded Council Member Reetz. All voted in favor and the motion carried.

**Council convened into Executive Session at 9:40 P.M.**

13. **Reconvene into Open Session**

Council reconvened into Open Session at 10:03 P.M. No action was taken.

Comment from Council Member Rosengarten on Open Town Hall.

14. **Adjourn**

Council Member Litchfield made a motion to adjourn seconded by Council Member Reetz. All voted in favor, and the meeting was adjourned at 10:05 P.M.

---

Marc Bruner  
Mayor

Attest:

---

Matt Lingafelter  
City Secretary

Minutes approved on February 1, 2022