



**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF SUNSET VALLEY, TEXAS  
NOVEMBER 9, 2021  
5:30 P.M.**

**COUNCIL MEMBERS PRESENT**

Marc Bruner, Mayor  
 Karen Medicus, Mayor Pro tem  
 Council Member Alfonso Carmona  
 Council Member Rob Johnson  
 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

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

- Mayor Bruner called the meeting to order at 5:30 P.M.

**2. Citizen/Public Communication**

- None

*Executive Session Items – Possible Action in Open Session*

**3. 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 and personnel matters:****A. Evaluation of the City Administrator****B. Discuss contractual matters related to the City Facilities**

Mayor Pro tem Medicus made a motion to move into Executive Session, seconded by Council Member Carmona. All voted in favor, and Council convened into Executive Session at 5:30 P.M.

**4. Reconvene into Open Session****5. Staff Reports**

- Sylvia Carrillo delivered the Administration Report
  - Mayor Bruner gave an update on Committee Applications, Committee Appointments, and the Council Retreat
- Carolyn Meredith delivered the Public Works Report

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- Chief Carter delivered the Public Safety Report
  - Staff and Council discussed a potential purchase of security surveillance cameras
  - Mayor Bruner thanked staff for their assistance with the Austin Runner's Club Daisy Dash

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

Council Member Rosengarten made a motion to approve Agenda Items #7, 8, 12, and 18, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

*Items Which May Be Considered and Acted on Consent*

**7. Consider and act on approval of the minutes from the October 19, 2021 regular meeting and November 3, 2021 called meeting. (Mayor Bruner/Administration) *Item Approved on Consent***

**8. Consider and act on accepting the July and August 2021 Financial Statements. (Council Member Rosengarten/Administration) *Item Approved on Consent***

**9. Consider and act on the following Human Resources related items: (Council Member Carmona/ Council Member Rosengarten)**

- A. **Consider approval of revisions to the Civilian and Police Department Pay Scales**
- B. **Consider approval of revisions to Staff Job Descriptions**
- C. **Consider approval of an Ordinance amending the FY 2022 Budget**

Council Member Carmona made a motion to table the Agenda Item to a later date, seconded by Council Member Rosengarten. All voted in favor, the motion carried and the item was tabled.

**10. Consider and act on approval of an RFQ for the Parks and Open Space Master Plan. (Mayor Pro tem Medicus/Public Works Department)**

- Carolyn Meredith introduced the item
- Council Member Reetz suggested breaking out the Master Plan between commercial and residential areas, executing the project in different phases
- Mayor Pro tem Medicus supports a comprehensive process
- Council Member Rosengarten made comments and had questions related to all the various city-owned properties and their potential uses
  - Comments from staff
- Council Member Carmona had questions related to the scope of the project
- Comments related to resident surveys
- The Mayor discussed potential creation of an Ad hoc Committee

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to work on a Parks and Open Space Master plan

- Council Member Reetz suggested a narrower scope for the RFQ

Council Member Rosengarten made a motion to table the agenda item and bring it back to the next agenda, seconded by Council Member Reetz.

- Mayor Pro tem Medicus did not support tabling the item
- Comments from Council Member Carmona

Votes in favor:

Council Member Carmona  
Council Member Johnson  
Council Member Reetz  
Council Member Rosengarten

Votes against:

Mayor Pro tem Medicus

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

11. **Consider and act on approval of an amendment to the Drought Contingency Plan and subsequent submittal to LCRA as part of the City of Austin Water Contract. (Mayor Bruner/Public Works Department)**

- Sylvia Carrillo introduced the agenda item
- Question from Council Member Rosengarten
- Comments from Council Member Carmona

Council Member Rosengarten made a motion to approve an amendment to the Drought Contingency Plan with the changes from Council Member Carmona, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

12. **Consider and act on renewal of a Watershed Development Permit to the City of Austin for construction of the Violet Crown Trail within the City of Sunset Valley. (Mayor Bruner/Administration) *Item Approved on Consent***

13. **Consider and act on the following Engineering Task Order related to the City Facilities project close-out (Mayor Bruner/Administration):**

A. **Consider approval of Engineering Task Order No. 5 (FY 22) for \$18,275 to begin the close-out process for the City Facilities**

B. **Consider approval of an Ordinance amending the FY 2022 Budget:**

- Mayor Bruner briefly introduced the item
- Sylvia Carrillo discussed the Task Order and project
- Comments and questions from Council Members
- Council Member Carmona raised concerns with the Task Order as presented

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- Council discussed possibly moving into Executive Session Council Member Reetz made a motion to approve Engineering Task Order #5 for the amount of \$18,275 for beginning the City Facilities project close-out, and approval of an Ordinance amending the FY 2022 Budget with Budget Amendment #1, seconded by Mayor Pro tem Medicus.

Comments from Council Member Carmona.

Votes in favor:

Council Member Johnson

Mayor Pro tem Medicus

Council Member Reetz

Council Member Rosengarten

Votes against:

Council Member Carmona

With four votes in favor and one against, the motion carried.

*Presentation Items for Discussion and Possible Action*

14. **Consider a request for a Special Use Permit for alcoholic beverages to be sold in a restaurant for on-premise consumption under Section 2.503(a) of the Land Development Code by Andre Dinata at 5400 Brodie Lane, Suite 1200. (Mayor Bruner/Administration) – TIME CERTAIN 7:00 P.M.**

**A. Public Hearing on the request for a Special Use Permit**

- Mayor Bruner opened the Public Hearing at 7:04 P.M.
- Matt Lingafelter provided an update
- No Public Comments
- Mayor Bruner closed the Public Hearing at 7:06 P.M.

**B. Council consideration and possible action**

Council Member Rosengarten made a motion to approve the request for a Special Use Permit with the condition that the applicant provide the City with a copy of an approved permit from TABC prior to the release of the Special Use Permit; additionally, the Special Use Permit will be issued to the same entity listed on the TABC Permit.

Mayor Pro tem Medicus seconded the motion. All voted in favor and the motion carried.

15. **Consider approval of a Final Subdivision Plat for 2.104 acres James Trammell Sur. No. 4, also known as 4800 West Highway 290 by**

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## **Townbridge Homes LLC. (Mayor Bruner/Administration)**

### **A. Public Hearing on the request for a Final Subdivision Plat**

- Mayor Bruner opened the Public Hearing at 8:46 P.M.
- No Public Comments
- Mayor Bruner closed the Public Hearing at 8:46 P.M.
- Sylvia Carrillo provided an update on a memo from legal that will be provided to the Council related to plat approvals

### **B. Council consideration and possible action**

Mayor Pro tem Medicus made a motion to table the agenda item, seconded by Council Member Reetz. All voted in favor, the motion carried, and the item was tabled.

## **16. Consider and act on the following variance requests from the Land Development Code by Sunset Valley Elementary (Council Member Johnson):**

### **A. Consider and act on a variance request by Sunset Valley Elementary to Section 14.709 for a monument sign and a request for a fee waiver of the sign application fee of \$100.**

### **B. Consider and act on a variance request by Sunset Valley Elementary to Section 4.301(h), Impervious Cover for construction of a shade structure.**

- Sylvia Carrillo introduced the variance requests
- Comments and questions from Council Members

Council Member Johnson made a motion to grant a variance request by Sunset Valley Elementary to Section 14.709 for a monument sign based on the findings presented, and a request for a fee waiver of the sign application fee, and grant an additional variance request by Sunset Valley Elementary to Section 4.301(h) for the construction of a shade structure based on the findings as presented. The motion was seconded by Council Member Reetz. All voted in favor and the motion carried.

Mayor Pro tem Medicus 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.

## **17. Consider and act on approval of an Ordinance amending Section 4.301 of the Land Development Code regarding impervious cover exemptions on single family residential properties as proposed by the Planning and Environmental Committee. (Mayor Pro tem Medicus/Administration)**

- Carolyn Meredith introduced the agenda item and reviewed the proposed amendments to Chapter 4
- Comments and questions from Council Members

Mayor Pro tem Medicus made a motion to approve an Ordinance

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amending Section 4.301 of the Land Development Code regarding impervious cover exemptions on single family residential properties as proposed by the Planning and Environmental Committee, seconded by Council Member Carmona. All voted in favor and the motion carried.

18. **Consider and act on approval of a sponsorship pilot program for ArtFest 2022. (Mayor Pro tem Medicus/Administration)** *Item Approved on Consent*

19. **Adjourn**

- Mayor Bruner adjourned the meeting at 9:09 P.M.

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Marc Bruner  
Mayor

Attest:

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Matt Lingafelter  
City Secretary

Minutes approved on November 16, 2021