



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF SUNSET VALLEY, TEXAS
OCTOBER 5, 2021
6:00 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
J. Horry, Public Works Director
Lenn Carter, Chief of Police
Matt Lingafelter, City Secretary
Suzanna Fleegal, Accountant
Barbara Boulware-Wells, City Attorney
Tom Turk, City Engineer

1. Call to order of the City Council.

Mayor Bruner called the meeting to order at 6:00 P.M.

2. Citizen/Public Communication:

- Mayor Bruner read Rose Hargrave's comment from Open Town Hall
- Dick Leigh

3. Staff Reports

- Sylvia Carrillo delivered the Administration Report
 - Questions from Council Members
- J. Horry delivered the Public Works Report
 - Questions from Council Members
- Chief Carter delivered the Public Safety Report

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

Council Member Rosengarten made a motion to approve Agenda Item #8 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 September 21, 2021 regular meeting.

Council Member Carmona made a statement regarding a project shown in the CIP adopted on September 21st that should have been removed. Staff assured

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

Council Member Carmona that the final Budget and CIP that will be posted on the website will include the correction.

Mayor Pro tem Medicus made a motion to approve the minutes, seconded by Council Member Johnson. All voted in favor and the motion carried.

6. Consider and act on approval of an Ordinance amending Chapter 31 of the Code of Ordinances regarding advisory Committees/Commissions and the Texas Open Meetings Act. (Mayor Bruner/Administration)

- Sylvia Carrillo discussed the requirement for Committee members to appear on camera for virtual meetings; Council Member Rosengarten was in favor of striking the requirement of appearing on camera, both for Committee members and the public
- Mayor Bruner suggested having the language the same throughout the Ordinance regarding filing of the minutes

Council Member Rosengarten made a motion to approve the Ordinance amending Chapter 31 regarding advisory Committees/Commissions, with the changes discussed, including removing the requirement to be on camera, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

7. Consider and act on amending the City's Human Resources Policy Manual to include the following items: COVID-19 Paid Leave Policy and COVID-19 Vaccine Incentive.

- Sylvia Carrillo introduced the agenda item and issues related to leave and COVID-19 and complying with recent state legislation
- Question from the Mayor and Council Member Rosengarten for the City Attorney regarding voluntary vs. mandatory quarantine and remote work
- Discussion between the Mayor, Council and City Staff

Mayor Pro tem Medicus made a motion to approve amending the City's Human Resources Policy Manual to include the COVID-19 Leave Policy, including the Mental Health Policy related to COVID-19, seconded by Council Member Johnson. All voted in favor and the motion carried.

Council Member Rosengarten requested a follow-up on this item within three months.

- Mayor Bruner discussed the proposed COVID-19 vaccine incentive of 16 hours of personal leave for employees, modeled after Travis County
- Council Member Rosengarten had questions regarding beginning and expiration dates of the incentive program
- The fiscal impact is listed in the backup under 7-A, but belongs with the backup under 7-B

Council Member Rosengarten made a motion to approve the COVID-19 Vaccine Incentive with the changes discussed, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

8. Consider and act on changing the first regular City Council meeting date in

**November 2021 to November 9th due to the November 2nd General Election.
(Mayor Bruner/Administration) *Item Approved on Consent***

9. Consider and act on approval of Request for Bids/Request for Proposals for the following projects and contracts (Public Works Items): Street Maintenance, Street Sweeping, Annual Sewer Line Cleaning & Inspection, and Janitorial Services RFP.

- J. Horry introduced the agenda item and discussed the street projects
- Comments from Council Member Rosengarten regarding the janitorial services RFP
 - dry cleaning instead of steam cleaning
 - strip and wax tile floor should be removed
 - leather and upholstered chairs cleaning should be removed from scope of work; this is a special service
- Comments and questions from Council Member Carmona regarding funding for the street maintenance projects and possible involvement of the Public Works Committee
- Council discussed street maintenance and had questions for staff
- Mayor Bruner read into the record a public comment from Melissa Gonzales posted on Open Town Hall

Council Member Rosengarten made a motion to approve the RFBs and Janitorial Services RFP, as amended, and add a column with the account number reflecting the approved budget, seconded by Council Member Reetz. All voted in favor and the motion carried.

10. Consider and act on approval of the FY 2022 CIP Engineering Task Orders.

- Mayor Bruner and Sylvia Carrillo introduced this agenda item, discussing the Engineer's proposal to bundle the Sunset Trail and Lone Oak project
- Comment from Council Member Carmona regarding the presentation of the funding for the Task Orders, and discussion of scope of work including design, project management and the timeline
 - Comments from Sylvia Carrillo on the reporting process for the CIP - tracking expenses and the timeline on the projects

Council Member Carmona made a motion to approve the FY22 CIP Engineering Task Orders, including \$128,000 for Sunset Trail and Lone Oak improvements, \$10,000 for the Lovegrass Water Quality Pond Repair and \$5,000 for the Valley Creek Trail and accepting the proposed monthly reporting format with the requested changes to the reports and summary table. The motion was seconded by Mayor Pro tem Medicus.

- Questions from Council Member Johnson
- Comments from Council Member Carmona
 - Comments from Tom Turk, City Engineer

Mayor Bruner called for the vote. All voted in favor and the motion carried.

Council Member Reetz made a motion to extend the meeting past 9:00 P.M. if necessary, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

Executive Session Items – Possible Action in Open Session

11. **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 the acquisition of real property in Sunset Valley: Contract matters related to the City Facilities and Acquisition of real property.**

Mayor Pro tem Medicus made a motion to move into Executive Session, seconded by Council Member Reetz. All voted in favor, and Council convened into Executive Session at 8:32 P.M.

12. **Reconvene into Open Session.**

Council reconvened into Open Session at 9:33 P.M.

13. **Adjourn**

Mayor Bruner adjourned the meeting at 9:34 P.M.

Marc Bruner
Mayor

Attest:

Matt Lingafelter
City Secretary

Minutes approved on October 19, 2021