



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF SUNSET VALLEY, TEXAS  
AUGUST 3, 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  
Matt Lingafelter, City Secretary  
Lenn Carter, Chief of Police  
Suzanna Fleegal, Accountant  
Barbara Boulware-Wells, City Attorney  
Gary Freeland, Engineer

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

Mayor Bruner called the meeting to order at 6:06 P.M.

**2. Citizen/Public Communication:**

- Melissa Gonzales

**3. Staff Reports**

- Matt Lingafelter, Assistant to the City Administrator, delivered the Administrative Report
- J. Horry, Public Works Director, delivered the Public Works Report
  - Update on the Lift Station project by Gary Freeland, City Engineer
- 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 Items #5 and #6, seconded by Mayor Pro tem Medicus, with voting on the items separately.

Four Council Members voted in favor of approval of Agenda Item #5 on consent, with Council Member Johnson abstaining.

All Council Members voted in favor of approval of Agenda Item #6 on consent.

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

**5. Consider and act on approval of the minutes from the July 20, 2021 regular meeting.**

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**(Mayor Bruner/Administration) Item Approved on Consent**

6. **Consider and act on approval of a grant application to the Home Depot Foundation for A \$3,000 grant for the 2022 ArtFest. (Mayor Pro tem Medicus/Administration) Item Approved on Consent**

***Presentation Items for Discussion – No Action***

7. **Presentation by HDL Companies on the City's Retail Market Analytics Report. (Mayor Bruner/Administration)**
- Sylvia Carrillo, City Administrator, introduced the agenda item
  - Luis Nunez with HDL Companies delivered the City's market analytics report, including a retail gap and void analysis
  - Question from Mayor Bruner on the frequency of the retail market reports
  - Questions and comments from Council Members

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

8. **Public Hearing on a request by Ashlin Williamson for a variance to Chapter 3, Section 3.306(c) lot frontage of the Subdivisions Regulations Chapter of the Land Development Code at 4602 Stearns Lane – Time Certain 7:00 P.M.**
- Mayor Bruner opened the Public Hearing at 7:01 P.M.
  - Sylvia Carrillo delivered a staff presentation
  - Public Comments:
    - Terry Cowan, read into the record
    - Barbara Wingfield, read into the record
    - Davis
  - Ashlin Williamson, applicant, provided an update on the status development
  - Comments and questions from Council Member Carmona
  - Mayor Bruner closed the Public Hearing at 7:14 P.M.
9. **Consider and act on a request by Ashlin Williamson for a variance to Chapter 3, Section 3.306(c) lot frontage of the Subdivisions Regulations Chapter of the Land Development Code at 4602 Stearns Lane. (Mayor Bruner/Administration)**

Mayor Pro tem Medicus made a motion to approve the variance to Chapter 3, Section 3.306(c) lot frontage of the Subdivisions Regulations Chapter at 4602 Stearns Lane, seconded by Council Member Carmona. All voted in favor and the motion carried.

10. **Consider an act on a request by Austin Independent School District for a variance to Chapter 8, Section 8.200 (d)(6) Prohibitions of the Outdoor Lighting Chapter of the Land Development Code at 3200 Jones Road. (Mayor Bruner/Administration)**
- Sylvia Carrillo introduced the variance request
  - Rick Kaven with AISD spoke regarding the variance request
  - Questions and comments from Council Member Carmona
  - Mayor Bruner read public comments into the record from Open Town Hall

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Council Member Rosengarten made a motion to accept the staff recommendation and deny the variance, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

**11. Consider and act on approval of a Temporary Special Use Permit application by Tobie Wahl for parking twenty-five (25) vehicles on a residential street for a commercial photo shoot at 32 Reese Drive. (Mayor Bruner/Administration)**

The applicant withdrew the Temporary Special Use Permit application, so Council did not discuss this Agenda Item.

**12. Presentation, discussion, and possible action on recommendations from Ampersand for Marketing in Fiscal Year 2021-2022. (Mayor Pro tem Medicus/Council Member Reetz)**

- Presentation from Sylvia Carrillo
- Comments and questions from the Mayor and Council Members
- Council and staff discussed the HOT Fund current and possible future expenses
- Discussion of the current and possible future contract with Ampersand for marketing services
- Public Comment:
  - Melissa Gonzales
- Additional comments and questions related to marketing and economic development expenses moving forward with the FY21-22 Budget

Mayor Pro tem Medicus made a motion to include in his budget the recommendations that the Council Sponsors included in Column F and to include \$15K in the social media line item as a stopgap, for a total of \$114,833.33 plus an additional \$33,000 contingency, seconded by Council Member Reetz.

Additional questions and comments regarding the motion and marketing budget for FY21-22. All voted in favor and the motion carried.

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.

**13. Consider and act of approval of an Ordinance amending the FY 2020-2021 Budget. (Council Member Rosengarten/Administration)**

- Mayor Bruner had questions regarding the Budget Amendment and existing budget savings

Council Member Rosengarten made a motion to approve an Ordinance amending the FY2020-2021 Budget for a total of \$171,643 with additional backup in Attachment A showing the \$125,000 in budget savings, seconded by Council Member Reetz.

Discussion of expenses including Engineering Task Orders and what is the policy for approving expenses that were not budgeted or have gone over budget.

Public Comment from Melissa Gonzales.

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Council Member Johnson voted yes  
Mayor Pro tem Medicus voted yes  
Council Member Reetz voted yes  
Council Member Rosengarten voted yes

Council Member Carmona voted no

The motion carried with a four to one vote.

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

- 14. 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.**

Council did not convene into Executive Session.

- 15. Reconvene into Open Session.**

- 16. Adjourn**

Mayor Pro tem Medicus made a motion to adjourn; the meeting adjourned at 9:27 P.M.

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Marc Bruner  
Mayor

Attest:

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Matt Lingafelter  
City Secretary

Minutes approved on August 17, 2021