



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF SUNSET VALLEY, TEXAS  
JANUARY 5, 2021  
**6:00 P.M.**

***This meeting was held virtually at: <https://attendee.gototraining.com/r/6908825705564315138>***

**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  
Matt Lingafelter, City Secretary  
Lenn Carter, Chief of Police  
J. Horry, Public Works Director  
Carolyn Meredith, Parks & Natural Resources Manager  
Roxana Stevens, City Attorney

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

Mayor Bruner called the meeting to order at 6:01 P.M.

**2. Citizen/Public Communication**

- Rose Hargrave

**3. Staff Reports**

- Sylvia Carrillo, City Administrator, gave an overview of the Project Tracking Sheet
- Sylvia gave an overview of the 311 Monthly Report and discussed the GIS system
  - Sylvia, the Mayor and Council welcomed J. Horry, Public Works Director
  - Council Member Johnson asked a question regarding 311 accessibility
  - Comment from Council Member Carmona
- Chief Carter highlighted several items from the Public Safety Report
- Carolyn Meredith, Parks and Natural Resources Manager, highlighted several items from the Public Works Report
  - Questions from Council Member Reetz
- Comment from Mayor Bruner regarding repair of the wall across from City Hall

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

Council Member Rosengarten made a motion to approve on consent item #5. Council Member Reetz seconded the motion. All voted in favor and the motion passed.

**5. Consider and Act on approval of the minutes from the December 15, 2020 regular meeting. (Mayor Bruner/Administration) *Item Approved on Consent***

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**6. Consider and act on an amendment to Chapter 31 of the Sunset Valley Code of Ordinances to codify Council Liaison roles. (Mayor Bruner/Mayor Pro tem Medicus)**

- Comments and questions from Council Member Rosengarten
- Clarification provided by Roxy Stevens, City Attorney
- Discussion regarding Council Liaisons counting towards the quorum of a Committee, but not being a voting member

Council Member Rosengarten made a motion to approve the Ordinance as red lined, amending section h. to say, "encouraged to", and amending (G)(4) that the Council Liaison is not a voting member and does not count towards the quorum. All voted in favor and the motion passed.

**7. Consider and act on a resolution amending the TexPool signatories as required by TexPool and Chapter 2256 of the Texas Government Code. (Mayor Bruner/Administration)**

- Comment from Council Member Rosengarten on adding Sylvia's name to the authorized representative on Page 2
- Comment from Council Member Johnson on contact numbers for the Mayor and Mayor Pro tem

Council Member Rosengarten made a motion to approve the TexPool signatories, as amended, seconded by Mayor Pro tem Medicus. All voted in favor and the motion passed.

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

**8. Presentation and discussion of Committee Structures, Committee Work Assignments and Committee Roles and Responsibilities, including any amendments to ordinances required with possible action by the Council. (Mayor Bruner/Administration).**

- Discussion of Committee Structures by Sylvia and Mayor Bruner

Council Member Rosengarten made a motion to table Item 8 and revisit the item until after Agenda Items 9, 10 and 11 are discussed. Motion was seconded by Council Member Reetz. All voted in favor and the motion passed.

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

**9. Presentation and discussion of entering into a Memorandum of Understanding with the business known as "Doc's Backyard" in regards to management of the Homestead playground area. (Mayor Bruner/Administration)**

- Introduction of this item by Sylvia
- Comment from Council Member Rosengarten recommending an MOU be for one year only
- Discussion by Council on bringing back a draft MOU agreement
- Resident Comment:
  - Melissa Gonzales

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**10. Presentation and discussion of a requested variance to Section 4.301 (d) of the Land Development Code to allow for increased impervious cover for the business located at 4715 South Lamar. (Mayor Bruner/Administration)**

- Introduction of the request and history of the property by Sylvia Carrillo
- Presentation by Peter Navarte, VP of Development for the Central Austin Management Group, representing the 4715 S. Lamar tenant extension
- Comments from Blayne Stansberry, Engineer for 4715 S. Lamar, regarding impervious cover and low-impact development tools and strategies
- Questions and comments from the Mayor and Council
- Resident Comment:
  - Lisa Versaci
- Daryl Kunik, property owner, commented on the history of the property
- Blayne Stansberry, Engineer, made comments regarding water quality controls
- Additional comments and questions from Council Member Carmona

**City Council took a break at 8:42 P.M. and resumed the meeting at 8:48 P.M.**

**11. Presentation and discussion of the creation of a small business grant program. (Mayor Bruner/Administration)**

- Mayor Bruner introduced this item
- Sylvia discussed the item and options that the City could pursue
- Comments and questions from the Council
- Mayor Bruner suggested that the Community & Economic Development (CED) Committee discuss the item, and Council Member Reetz agreed
- Citizen/Resident Comments:
  - Anita Dunn, owner of the Barn
  - Rose Hargrave
  - Katherine Johnson
  - Lisa Versaci
- Staff was directed to provide a list of small businesses to the CED Committee

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 passed.

**8. Presentation and discussion of Committee Structures, Committee Work Assignments and Committee Roles and Responsibilities, including any amendments to ordinances required with possible action by the Council. (Mayor Bruner/Administration).**

- City Council returned to this item, after discussing Agenda Items 9-11
- Council discussion of Committee and Commission Goals and Objectives:
  - Budget & Finance Committee
  - Community & Economic Development Committee
  - Planning & Environmental Committee
  - Public Safety Committee
    - Crime Control and Prevention Tax
  - Public Works Committee
  - Arts Commission

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- Staff was directed to explore options for bringing watershed and other variances before the Board of Adjustment

**12. Presentation and discussion of resuming in-person meetings for the City Council. (Mayor Bruner/Administration)**

- Mayor Bruner briefly discussed this agenda item
- Council Member Carmona requested an agenda planning tool

**13. Presentation and discussion of methods and types of resident communication, frequency, and requirements. (Council Member Carmona/Administration) *Tabled***

- Council Member Carmona agreed to have this item brought back at another meeting

***Executive Session Items – the Council did not convene into Executive 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 legal counsel concerning legal issues related to the contract with Chasco Constructors, LTD for construction of the Police and Public Works Buildings and associated infrastructure for the City of Sunset Valley.

15. Reconvene into Open Session.

**16. Adjourn**

Mayor Pro tem Medicus made a motion to adjourn the meeting, and Council Member Johnson seconded the motion. All voted in favor and the meeting adjourned at 10:02 P.M.

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Marc Bruner  
Mayor

Attest:

\_\_\_\_\_  
Matt Lingafelter  
City Secretary

Minutes approved on January 19, 2021.

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