



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF SUNSET VALLEY, TEXAS
JUNE 8-9, 2021

This meeting was held virtually at: <https://attendee.gototraining.com/r/4691512077534637825>
Training ID: 280-486-012

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
Carolyn Meredith, Parks & Natural Resources Manager
Suzanna Fleegal, Accountant
Barbara Boulware-Wells, City Attorney

1. Call to order of the City Council.

- Mayor Bruner called the meeting to order at 6:01 P.M. on June 8, 2021

2. Citizen/Public Communication:

- None

3. Staff Reports

- Sylvia Carrillo, City Administrator, delivered the Administration Report
 - Personnel Update
- J. Horry, Public Works Director, delivered the Public Works Report
 - Meter Project Update
 - CIP Draft Update
 - Request from Council Member Carmona for a Survey
 - Request from Council Member Rosengarten on adding a budget column to the CIP document
 - Brush Chipping request from Council Member Rosengarten
- Chief Carter delivered the Public Safety Report
 - Workplace Safety Plan Update
 - Catalytic Converter Thefts

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

Council Member Rosengarten made a motion to approve Agenda Item #5, 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 May 3, 2021 Called Meeting and May 18, 2021 Regular Meeting. (Mayor Bruner/Administration) *Item Approved on Consent***
6. **Consider and act on approval of the March 2021 Financial Statements. (Council Member Rosengarten/Administration)**
 - Council Member Rosengarten addressed this item and had additional questions for the accountant
 - Responses from Suzanna Fleegal, Accountant, and Sylvia Carrillo

Council Member Rosengarten made a motion to approve the March 2021 Financial Statements, seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

7. **Consider and act on approval of amendments to the Financial Policies FP 105 and FP 107. (Council Member Rosengarten/Administration)**
 - Council Member Rosengarten addressed some typographical errors in the amended Financial Policies
 - Council Member Reetz asked a question regarding a Financial Policy regarding Credit Cards for City Staff
 - Suzanna Fleegal indicated the Budget & Finance Committee will be reviewing that policy at a future meeting

Council Member Rosengarten made a motion to approve amendments to the Financial Policies FP 105 and FP 107 with correction, seconded by Council Member Reetz. All voted in favor and the motion carried.

Presentation Items for Discussion and Action

8. **Consider and act on a marketing presentation by Ampersand, including recommendations for deliverables from the current marketing contract (FY20-21) and opportunities for a potential marketing contract and budget in FY21-22. (Mayor Pro tem Medicus/Council Member Reetz) Time Certain 7:00 P.M.**
 - Roger Edmondson and Sharon Drinkwine, members of the Marketing Ad hoc Committee, introduced this agenda item
 - Presentation by Cindy Montgomery with the Ampersand Agency

Mayor Pro tem Medicus made a motion to continue the meeting until 10:00 P.M., seconded by Council Member Johnson. All voted in favor and the motion carried.

- Presentation by Cindy Montgomery of Ampersand, continued
- Questions from Council Member Carmona
- Comments from the Mayor and City Council on potential action items

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City Council took a recess, and will continue discussion of this item on June 9, 2021, beginning at 4:00 P.M.

City Council reconvened at 4:00 on June 9, 2021

- Additional questions and discussion from Council on the recommendations from Ampersand, including potential website design
- Discussion of possible adoption of the proposed logo

Mayor Pro tem Medicus made a motion to approve the logo with the “apples” color scheme and the conceptual vision statement presented by Ampersand. The motion was seconded by Council Member Reetz.

Citizen Comment from Sasha Russell.

All voted in favor and the motion carried.

- The Mayor and Council continued discussion of recommendations from Ampersand, including the potential media buy
- Comment from Council Member Reetz in support of the media buy and also support from the Community & Economic Development Committee

Council Member Reetz made a motion to amend the line-item budget to allow for \$47,000 of the \$100,000 media budget to be spent on Media Budget – Recommendation 1 to include social media and digital totaling \$47,000, as well as \$33,475 of the remaining \$53,000 in the unused media budget, selecting Level 1 and Level 2 recommended expenses, and for Ampersand to bring back actual costs; a total remaining of approximately \$19,000 from the total \$100,000 media budget remains unallocated. The motion was seconded by Mayor Pro tem Medicus.

All voted in favor and the motion carried.

Staff directed to bring back potential budget items for a marketing contract and other expenses in FY21-22 at the next Council Meeting.

Council Member Johnson made a motion to table Agenda Item #10 and move on to Executive Session Item EX-2, seconded by Council Member Rosengarten. All voted in favor and the motion carried.

9. Consider and act on approval of a Watershed Development Permit, final site plan, and a variance to Chapter 10 of the Land Development Code regarding compact vehicle parking for 4715 South Lamar. (Mayor Bruner/Administration) *This item was discussed prior to Agenda Item #8 on June 8, 2021*

- Carolyn Meredith, Parks and Natural Resources Manager, delivered a staff presentation for this item
- Question from Council Member Johnson regarding protected trees
 - Response from Blayne Stansberry, Engineer for the Applicant

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Council Member Rosengarten made a motion to approve the Watershed Development Permit, final site plan, and a Variance to Chapter 10 of the Land Development Code regarding compact vehicle parking for 4715 South Lamar, contingent upon addressing comments from the City Engineer. The motion was seconded by Mayor Pro tem Medicus.

- Comments from Council Member Carmona regarding the proposed final site plan
 - Responses from Peter Navarte, with Central Austin Management Group, the applicant, and Blayne Stansberry
- Comment from Council Member Rosengarten regarding landscaping
 - Response from Peter Navarte
- Additional comments from Council Member Carmona
- Citizen Comments:
 - Melissa Gonzales
 - Anezka Carmona
 - Terry Cowan
- Comment from the City Administrator on the Development Process
- Citizen Comment:
 - Roger Edmondson
- Additional comments from Council Members and the applicant
- Mayor Bruner asked for the Council to take action on the motion on the floor, or withdraw the current motion

Council Member Rosengarten withdrew her motion, and Mayor Pro tem Medicus, the second, agreed.

Staff directed to work with Council Member Carmona and the applicant on bringing back a site plan addressing Council comments from the discussion, with a specific, written list of items to be addressed by the applicant.

Presentation Items for Discussion – No Action

10. **Review of the preliminary salary survey prepared by staff; providing direction on methodology and cities to be used in the salary survey. (Mayor Bruner/Administration)**
Item Tabled

Executive Session Items – Possible Action in Open Session

11. **Council will announce that it will go into Executive Session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permit such closed deliberation, including but not limited to consultation with the City's Legal Counsel pursuant to Tex. Gov't Code § 551.071 and Personnel pursuant to Tex. Gov't Code § 551.074 as announced at the time of the Executive Session.**

EX-1: Consult with City's Legal Counsel and/or City Administrator regarding evaluation follow-up. *Council did not discuss this item*

EX-2: Follow up to the Chief of Police evaluation and possible action regarding salary.

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12. Reconvene into Open Session.

Council reconvened into Open Session at 5:35 P.M.

13. Consider and act on items listed in Executive Session.

Council Member Rosengarten made a motion to accept the City Administrator's recommendation of a 5% merit increase for the Chief of Police. The motion was seconded by Mayor Pro tem Medicus. All voted in favor and the motion carried.

14. Adjourn

- City Council adjourned at 5:40 P.M.

Marc Bruner
Mayor

Attest:

Matt Lingafelter
City Secretary

Minutes approved on June 22, 2021