



**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF SUNSET VALLEY, TEXAS
SEPTEMBER 21, 2021
5:00 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

1. Call to order of the City Council.

- Mayor Bruner called the meeting to order at 5:02 P.M.

2. Citizen/Public Communication

3. Consider and act on approval of the Proposed Budget for Fiscal Year 2022 (Mayor Bruner/Administration):

- Mayor Bruner opened the Public Hearing at 5:03 P.M.
- Mayor Bruner made an opening statement on the Budget adoption process
- Budget Corrections:
 - HOT Fund Advertising Line Item to be corrected in three places: details spreadsheet p. 35, ArtFest Advertising has already been allocated and approved p. 85, HOT Fund descriptions
 - Salary Survey and adjustments for PW techs and PD STEP, in appendix – just budgeted numbers, work still needs to be completed on pay scale, job descriptions, etc.
 - Removal of the Business Liaison proposed position – remove from Organizational Chart
 - Organizational Chart – blank spots, replace with Patrol Sergeants
 - Additional \$6K in Police Department expenses – licenses
 - Page 80, typo – “Allocated by task”
 - Revision of Budget Summary, page 25 of the digital book
 - Page 92, table format and numbers cleanup
 - Crime Control planned program transfer, will be a budget amendment for the FY21 Budget – Crime Control fund transfer in FY22
 - \$400,000 reserves encumbrance to be included in the revenues

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- Urban Forestry increase from \$4K to \$9K
 - \$831,840 on p. 25 transfers to the Utility Fund from General Fund
- Discussion of a proposed Business/Community Liaison that would possibly focus on communications and social media; could explore options based on future recommendations from the Marketing Ad hoc Committee
- Discussion of the Marketing Ad hoc Committee and their possible future role
- Citizen Comments:
 - Melissa Gonzales
 - Susan Durso
- Mayor Bruner made a comment on the proposed Budget surplus within the proposed Ordinance for FY22, and the possibility of Council reviewing a budget surplus in a budget amendment for FY21
- Discussion of projected operational reserves at the beginning of FY22
- Discussion of contingency funds
- Discussion of beautification and community spaces
- Discussion of Open Space Planning; planning for a community vision
- Public Hearing closed at 6:43 P.M.
- Council continued their deliberation on the FY22 Proposed Budget

Mayor Pro tem Medicus made a motion to approve an Ordinance adopting and approving a Budget for the Fiscal Year beginning October 1, 2021 and terminating September 30, 2022 and making appropriations for projects and accounts as reflected in attachment A with all of the corrections and amendments in the notes from 9.07 and 9.21; and, establishment of a Surplus General Revenue Fund, an assigned fund balance, derived from any surplus general fund revenue above actual expenses at the end of the fiscal year up to a maximum of One Hundred Thousand (\$100,000.00) Dollars. The motion was seconded by Council Member Carmona. All voted in favor and the motion carried.

4. Council consideration of agenda items for approval on consent. Motion from Rudi Agenda item 5, 6, 7, 8, 9, 10, seconded by Mayor Pro tem Medicus

Items Which May Be Considered and Acted on Consent – Items 7 through 9 could not be considered until after the FY22 Budget was approved

5. Consider and act on approval of the minutes from the September 7, 2021 regular meeting. *Item Approved on Consent*

6. Consider and act on the following City of Sunset Valley Municipal Court Appointments (Mayor Bruner/Administration). *Item Approved on Consent*

- Appointment of Kenton D. Johnson as Municipal Court Judge for a two-year period beginning October 1, 2021
- Appointment of Melissa Marquez as the Municipal Court Clerk

7. Consider and act on approval of an Ordinance levying a \$0.00 tax rate for the use and support of the Municipal Government of the City of Sunset Valley, Texas for the Fiscal Year beginning October 1, 2021 and apportioning each levy for the specific purposes. [The City is required by the Texas Local

Government Code Chapter 102 to adopt such an Ordinance] (Mayor Bruner/Administration) *Item Approved on Consent*

8. **Consider and act on approval of an Ordinance adopting water, wastewater, solid waste and drainage utility rates for residential and commercial customers of the City of Sunset Valley, Texas for the Fiscal Year beginning October 1, 2021. (Mayor Bruner/Administration) *Item Approved on Consent***
9. **Consider and act on approval of annual Contracts for the Fiscal Year beginning October 1, 2021. (Mayor Bruner/Administration) *Item Approved on Consent***
10. **Consider and act on approval of the renewal of the Interlocal Agreement for Public Health Services with the City of Austin, effective October 1, 2021 and ending September 30, 2022. (Mayor Bruner/Administration) *Item Approved on Consent***

Presentation Items for Discussion – No Action

11. **Discussion of possible changes to Chapter 31 of the Code of Ordinance in regard to Committees and the Texas Open Meetings Act, with possible direction to staff and the City Attorney. (Mayor Bruner/Administration)**
 - Mayor Bruner introduced the agenda item
 - Discussion by City Council Members of possible changes regarding Committees and the Open Meetings Act
 - Public Comments:
 - Melissa Gonzales
 - Susan Durso
 - Justin Litchfield
 - The Mayor read into the record public comments from Open Town Hall
 - Council continued discussion of how to proceed with possible modifications of Chapter 31 to allow for more flexible Committee structure with meetings, but still adhere to most stipulations of the Open Meetings Act
 - Staff directed to explore options as discussed
12. **Discussion on exploring an Enterprise-Wide Solutions system for the City with possible direction to staff. (Mayor Bruner/Administration)**
 - Suzanna Fleegal, Accountant, introduced the Agenda Item
 - Discussion amongst Council Members and staff
 - Auditor recommendations, best practices, more information provided for justification, detail for what each program does
 - Explore Incode for financials only, what the cost and process will be
 - Public Comment:
 - Melissa Gonzales
 - Option to explore: bring MIP to Incode 10 and Cloud-hosting
 - Staff directed to report which programs and processes take up the most staff time

Executive Session Items – Possible Action in Open Session

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13. 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 acquisition of real property in Sunset Valley.

City Council convened into Executive Session at 8:40 P.M.

City Council reconvened into Open Session at 9:00 P.M. Mayor Pro tem Medicus made a motion to extend the meeting past 9:00 P.M. seconded by Council Member Reetz. All voted in favor and the motion carried.

City Council reconvened into Executive Session at 9:07 P.M. after a short break.

14. Reconvene into Open Session.

City Council reconvened into Open Session at 9:35 P.M. and took no action from Executive Session.

15. Adjourn

Mayor Bruner adjourned the meeting at 9:35 P.M.

Marc Bruner
Mayor

Attest:

Matt Lingafelter
City Secretary

Minutes approved on October 5, 2021