



MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF SUNSET VALLEY, TEXAS
NOVEMBER 16, 2021
5:00 P.M.

COUNCIL MEMBERS PRESENT

Marc Bruner, Mayor
Mayor Pro tem Alfonso Carmona
Council Member Rob Johnson
Council Member Justin Litchfield
Council Member Wanda Reetz
Council Member Rudi Rosengarten
Council Member Karen Medicus, outgoing member

STAFF PRESENT

Sylvia Carrillo, City Administrator
Carolyn Meredith, Public Works Director
Lenn Carter, Chief of Police
Matt Lingafelter, City Secretary
Barbara Boulware-Wells, City Attorney
Suzanna Fleegal, Accountant

1. Call to order of the City Council.

- Mayor Bruner called the meeting to order at 5:03 P.M.

2. Citizen/Public Communication:

- Mayor Bruner recognized Paul Chavez with Boy Scout Troop 403
- Danny Horrigan

Executive Session Item – Possible Action in Open Session

3. 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/or Section 551.074, Texas Government Code, Personnel matters – Evaluation of the City Administrator.

Mayor Pro tem Medicus made a motion to move into Executive Session, seconded by Council Member Carmona. All voted in favor, and City Council convened into Executive Session at 5:04 P.M.

4. Reconvene into Open Session – TIME CERTAIN 6:00 P.M.

City Council reconvened into open session at 6:03 P.M.

5. Canvass the returns for the November 2, 2021 General City Election and consider approval of a Resolution of the Canvass and Certification as to the results of the General City Election in the City of Sunset Valley, Texas held on Tuesday, November 2, 2021.

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Council Member Carmona made a motion to approve a Resolution canvassing the returns and declaring the results of the November 2, 2021 General and Special Elections of the City of Sunset Valley, Texas, seconded by Council Member Johnson. All voted in favor and the motion carried.

6. Inauguration and swearing in of new City Council Members

Council Members Wanda Reetz, Rudi Rosengarten, and Justin Litchfield were sworn in by Mayor Bruner.

7. Seating of the new City Council.

The new Council Members were seated.

8. Presentation to outgoing Council Member and Mayor Pro tem Medicus.

Mayor Bruner and Council Members thanked former Council Member and Mayor Pro tem Medicus for her contributions and service to the City.

Council took a short recess.

9. Election of the Mayor Pro tem as required by Section 22.037 of the Texas Local Government Code.

Mayor Bruner opened the floor for Mayor Pro tem nominations. Council Members Rosengarten, Carmona, Johnson and Reetz were nominated. Only Council Members Carmona and Rosengarten accepted the nominations. Mayor Bruner called for the vote: two in favor of Council Member Carmona and two in favor of Council Member Rosengarten. So neither was elected. Council Member Rosengarten then declined her nomination. Council Member Carmona was elected to Mayor Pro tem by acclamation.

10. Consider assignment of Council Member Liaisons to Standing Committees and the Arts Commission as required by Chapter 31.

Council Discussion

Council Member Reetz made a motion to appoint Liaisons as listed below, seconded by Council Member Johnson. All voted in favor and the motion carried.

Arts Commission – Council Member Johnson
Budget & Finance Committee – Council Member Rosengarten
CED Committee – Council Member Reetz
P&E Committee – Council Member Litchfield
Public Safety Committee – Council Member Johnson
Public Works Committee – Council Member Carmona

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

Council Member Rosengarten made a motion to approve Agenda Items #12, 13 and 14, seconded by Council Member Litchfield. All voted in favor and the motion carried

Items Which May Be Considered and Acted on Consent

12. **Consider and act on approval of the minutes from the November 9, 2021 regular meeting. (Mayor Bruner/Administration) *Agenda Item Approved on Consent***
13. **Consider and act on cancelling the regular City Council meeting dates of December 21, 2021 and January 18, 2022. (Mayor Bruner/Administration) *Agenda Item Approved on Consent***
14. **Consider and act on approval of a six-month Comprehensive Service Agreement with UniVista, the City's existing IT provider, for continued IT service and support, until such time as a successful IT Services provider is selected. (Mayor Bruner/Administration) *Agenda Item Approved on Consent***
15. **Consider and act on approval of an Ordinance amending the FY 2022 Budget (Budget Amendment #2 – FY 22) related to increased costs for the City's Health Reimbursement Account (HRA) and employee medical benefits. (Mayor Bruner/Administration)**
 - Staff presentation by Suzanna and Sylvia
 - Questions from Council Members
 - Correction in the backup – HRA versus HSA

Council member Rosengarten motion to approve an Ordinance amending the FY 2022 Budget, Budget Amendment #2, related to increased costs for the City's Health Reimbursement Account and employee medical benefits, with corrections in the backup. The motion was seconded by Council Member Reetz. All voted in favor and the motion carried.

16. **Consider and act on approval of an Ordinance amending the FY 2022 Budget (Budget Amendment #3 – FY 22) for Emergency Operations planning purchases in an amount not to exceed \$100,000. (Mayor Bruner/Administration)**
 - Presentation by Chief Carter and staff
 - Questions and comments from Council Members
 - Council Members went through some of the individual purchase items with staff
 - Staff reminded Council that this Budget Amendment is not confirmation of the purchases, but rather allocating the funds
 - Suggestion to direct staff to follow-through for a purchase for the top portion, the initial \$50k
 - Look into the well, solar and other resiliency measures
 - Bring back more detail on the remaining \$50K
17. **Consider and act on approval of an agreement with Flock Safety for a public surveillance camera program for an amount not to exceed \$27,500, and approval of an Ordinance amending the FY 2022 Budget (Budget Amendment #4 – FY 22). (Council Member Johnson/Public Safety)**
 - Chief Carter gave a brief presentation
 - Question from Council Member Rosengarten

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- Council Members thanked the Chief and previous Councils for their work on this project
- Question from Council Member Litchfield on an additional camera
- Kraig Gardener from Flock Safety was available to answer questions
 - Questions from Council Member Rosengarten regarding the contract

Council Member Johnson made a motion to approve an agreement with Flock Safety for a public surveillance camera program for an amount not to exceed \$27,500 and approve an Ordinance amending the Budget, Amendment #3 pending legal review of the agreement. Seconded by Litchfield, all voted in favor and the motion carried.

18. Consider and act on approval of an RFQ for the Parks and Open Space Plan and creation of an Ad Hoc Committee to support the project. (Mayor Bruner/Public Works)

- Council Member Reetz made comments on what she would like to see be added back into the scope of the RFQ, and still is in favor of seeing the RFQ be split between commercial and residential
- Mayor Bruner and Council Member Reetz made comments regarding creation of an Ad hoc Committee
 - Representatives from every neighborhood, representative of different age groups, and membership numbers between nine and eleven
 - Suggestion for the Ad hoc Committee to have the structure as other committees, including a Chair, keeping of minutes and having a Council Liaison, or a Council representation on the Committee

Council Member Litchfield made a motion to approve issuing the RFQ for the Parks and Open Space Plan with the additions requested by Council member Reetz, and creation of an Ad hoc Committee to support the project. All voted in favor and the motion carried.

19. Consider and act on awarding bids for Sewer Line Inspection and Cleaning, Street Maintenance, and Street Sweeping and authorize the Mayor to execute contracts. (Mayor Bruner/Public Works)

- Carolyn Meredith gave a presentation

Council Member Carmona made a motion to award bids to Alpha Paving, Sweep Across Texas, and All Points, seconded by CM Rosengarten. All voted in favor and the motion carried.

20. Consider and act on a recommendation from CED to initiate and execute concepts and ideas presented by the marketing firm/committee for beautification, safety improvements and delineation of the City along the retail district to be completed in the next two years, separate and apart from the parks and open space planning – work could be completed by direct staff, and or outside services; consider approval of an Ordinance amending the FY 2022 Budget (Budget Amendment #5 – FY 22). (Council Member Reetz/Administration)

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Council Member Rosengarten made a motion to approve a recommendation from the CED Committee to initiate and execute concepts and ideas presented by the marketing firm/committee for beautification, safety improvements and delineation of the City along the retail district to be completed in the next two years, separate and apart from the parks and open space planning – work can be completed by direct staff and/or outside services; continue the with Canales and Co. for creative deliverables; approval of an Ordinance amending the FY 2022 Budget (Budget Amendment #4). The motion was seconded by Council Member Reetz.

Comments and brief discussion by Council Members. All voted in favor and the motion carried.

Presentation Items for Discussion and Possible Action

21. Consider approval of a Final Subdivision Plat for 2.104 acres James Trammell Sur. No. 4, also known as 4800 West Highway 290 by Townbridge Homes LLC. (Mayor Bruner/Administration)

- A. Public Hearing on the request for a Final Subdivision Plat
 - Public Hearing opened at 6:36 P.M.
 - Presentation by Sylvia Carrillo
 - No Public Comments
 - Closed at 6:39 P.M.
- B. Council consideration and possible action
 - CM Rosengarten motion to approve the plat as submitted, seconded by CM Reetz
 - All voted in favor and the motion carried

Executive Session Item – Possible Action in Open Session

22. 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 – Contractual matters related to the City Facilities.

Council Member Rosengarten made a motion to move into Executive Session, seconded by Council Member Johnson. All voted in favor and City Council convened into Executive Session at 8:02 P.M.

23. Reconvene into Open Session

City Council reconvened into Open Session at 8:52 P.M.

24. Adjourn

Mayor Bruner adjourned the meeting at 8:52 P.M.

Marc Bruner
Mayor

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Attest:

Matt Lingafelter
Matt Lingafelter
City Secretary

Minutes approved on December 7, 2021