



AGENDA

Town Council

Monday, October 28, 2024

6:00 pm Work Session and 7:00 pm Regular Meeting

Sunnyvale Town Hall

Council Chambers

127 N Collins Rd.

Sunnyvale, TX. 75182

A. Work Session - 6 p.m.

1. Hold a discussion and provide direction to Staff related to the Parks Master Planning process.
2. Hold a discussion and provide direction to Staff related to DMAIC projects.
3. Hold a discussion and provide direction to Staff related to the five-year Capital Improvement Plan (CIP).
4. Hold a discussion and provide direction to Staff regarding amendment to the Unified Development Ordinance (UDO) Section 3.06.03 - Tree Protection Standards.
5. Hold a discussion and provide direction to Staff related to broadband feasibility study.
6. Hold a discussion and provide direction for Staff related to an annual update on the Sunnyvale Police Department's traffic unit.
7. Hold a discussion and provide direction to Staff related to the Town's Emergency Management Plan.

B. Regular Meeting - 7 p.m.

C. Invocation

D. Pledge of Allegiance

E. Call Meeting to Order

F. Announcements and Acknowledgements

Pursuant to Texas Government Code Section 551.0415 the Mayor, Council and Staff may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

G. Public Comment

The Town Council invites citizens to address the Town Council on any matter, except items on the agenda and public hearings that are included on the agenda. Comments related to items on the agenda and public hearings will be heard when the specific item/hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Council, please fill out a Public Comment Card and submit it to a staff member prior to the Public Comment section on the agenda. The Council is not permitted to take any action or discuss any item not listed on the agenda. Council may choose to place the item on a future agenda.

H. Introductions

1. Introduction of New Employees:
 - Andrew Espinoza, Senior Building Inspector

I. Recognitions

1. Recognition of Rachel Kulhavy for achieving the Association of Public Treasurers United States and Canada Advanced Certified Public Funds Investment Manager (ACPFIM) Certification.
2. Recognition of Sunnyvale Police Department Employees:
 - Lt. BJ Brumit for graduating from the Bill Blackwood LEMIT Leadership Command College (LCC).
 - Sgt. Jeremiah Shepard for graduating from the Institute for Law Enforcement Sergeant Academy.
 - Sgt. Miguel Portillo for graduating from the Institute for Law Enforcement Sergeant Academy.
3. [Town of Sunnyvale receives the 2024 Richard R. Lillie, FAICP Planning Excellence Award.](#)

J. Consent Agenda Items

1. Consider and act upon the minutes from the Oct. 14, 2024, Town Council meeting.
[Oct. 14, 2024 Minutes - Signed.pdf](#)
2. [Consider and act upon the second reading of Ordinance 2024-17 regarding a Special Use Permit \(SUP\) for a proposed accessory dwelling unit located at 586 N. Collins Road on an approximate 2.7-acre property within Single Family - 2 \(SF-2\) zoning district in accordance with the Town of Sunnyvale Unified Development Ordinance \(UDO\). **Case 1822-SUP/586 N Collins Road – Accessory Dwelling Unit \(ADU\) SUP.**](#)

[Staff Report](#)

[Map](#)

[Ordinance 2024-17](#)

[Accessory Dwelling Unit \(ADU\) Plans](#)

[Recorded Final Plat](#)

[Letter of Support](#)

K. Presentations and Updates

1. Presentation and discussion for recommendations related to the Draft Mobility Plan.
2. Provide an annual update related to the Sunnyvale Police Department's traffic unit.

L. Public Hearing Items

1. Hold a public hearing, discuss, consider and act upon the second reading of Ordinance 2024-15 of the Town of Sunnyvale, Texas effectively updating the commercial building permit and engineering fee sections of the Master Fee Schedule; providing for an increase in fees collected to appropriately reflect and recover services provided.
[ORD 2024-15 Amending Fee Schedule](#)
[Current Commercial Building Permit Fee Schedule](#)
[Proposed Commercial Building Permit Fee Schedule](#)
[Neighboring Community Commercial Building Permit Fees](#)
[Proposed Engineering Fee Structure](#)

M. Discussion and Action Items

1. Discuss, consider and act upon Resolution 2024-19 repealing the existing fire pay cycle policy and adopting a new pay cycle for firefighters.
[RES 2024-19 Firefighter Pay Cycle.docx](#)
[Fire Fighter Pay Policy.docx](#)
2. Mayor and Council requests for future Staff updates and agenda items.

N. Executive Session

1. Section 551.071 - Consultation with Attorney

To seek the advice of the Town's attorney about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter.

- Sunnyvale US 80, et al. v. Town of Sunnyvale, et al., Cause No. DC-24-00252
- Paul VanMeter v. Sunnyvale SC Lot Venture, Ltd., et al., Cause No. DC-24-00690
- Falls Trails Erosion
- Stone Canyon Trails Erosion
- Brief Council regarding UDO text amendment
- Brief Council regarding request S10022PH or documents related to

Section 551.087 - Economic Development

To deliberate the offer of a financial or other incentive to a business prospect.

- Gateway Park

Section 551.074 - Personnel Matters

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

- Town Manager Annual Review

Section 551.072 – Deliberations about Real Property

To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- 371 Long Creek Rd., Sunnyvale, TX 75182

O. End Executive Session

1. Consider official action, if any, on matters discussed in executive session.

Section 551.071 - Consultation with Attorney

- Sunnyvale US 80, et al. v. Town of Sunnyvale, et al., Cause No. DC-24-00252
- Paul VanMeter v. Sunnyvale SC Lot Venture, Ltd., et al., Cause No. DC-24-00690
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Section 551.087 - Economic Development

- Gateway Park

Section 551.074 - Personnel Matters

- Town Manager Annual Review

Section 551.072 – Deliberations about Real Property

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P. Adjourn

NOTE: The Town Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the Town); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

The Town of Sunnyvale is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Town Secretary at 972-226-7177 at least 48 hours prior to the meeting.

Notice is hereby given that the Sunnyvale Town Council will conduct its Regular Meeting on Monday, Oct. 28, 2024 at the Sunnyvale Town Hall. The public is encouraged to attend the meeting. Email comments may also be submitted to rachel.ramsey@townofsunnyvale.org by 3 p.m. the day of the meeting. The link to the live stream of the meeting will be posted on Sunnyvale's Facebook page Town of Sunnyvale – Government.

I hereby certify that the foregoing notice was posted at Town Hall, 127 N. Collins Rd., Sunnyvale, Texas and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting:



Rachel Ramsey, Director of Administration/Town Secretary

Date Posted: Oct. 25, 2024

Time Posted: _____ p.m.

Date Removed from Bulletin Board: _____

Removed By: _____