



NOTICE OF A REGULAR MEETING OF THE
PLANNING AND ENVIRONMENTAL COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY MAY 6th, 2021
6:00 P.M. - 8:00 P.M.

***Due to concerns regarding COVID-19, all meetings will be held virtually.
Please register by following this link:***

Registration URL: <https://attendee.gototraining.com/r/3679524873182884610>

You may also call into the meeting by calling:

Long Distance: +1 (510) 365-3332

Access Code: 167-363-434

Notice is hereby given that the Planning and Environmental Committee of the City of Sunset Valley, Texas will hold a regular meeting on Thursday May 6th, at 6:00 P.M. via GoTo Training at which time the following items will be discussed, to-wit:

1. Call to Order
2. Citizen Comments
3. Consider approval of minutes from the April 1st, 2021 meeting.
4. City Council Liaison Report
5. Discussion and possible recommendation regarding 2021-2022 budget requests.
 - i. Action Sought: Committee will discuss possible budget requests for the 2021-2022 budget year including suspended programs, services, projects, and conservation rebates.
 - ii. Action Approved:
 - iii. Next Meeting Steps:
 - iv. Adoption:
 - v. Supporting Documents: Service Ranking 2020
6. Discussion and possible recommendation to Council regarding proposed changes to Chapter 2 of the Land Development Code.
 - i. Action Sought: Committee will review and discuss proposed changes to Chapter 2 of the Land Development Code. Committee may make a recommendation to council to adopt these changes.
 - ii. Action Approved:
 - iii. Next Meeting Steps:
 - iv. Adoption:
 - v. Supporting Documents: Chapter 2
7. Presentation by staff on impervious cover and discussion on an impervious cover workshop to develop code changes regarding Chapter 4 of the Land Development Code.
 - i. Action Sought: Schedule a workshop on May 10th to begin addressing code changes.

- ii. Action Approved:
- iii. Next Meeting Steps:
- iv. Adoption:
- v. Supporting Documents:

8. Discussion regarding next section of proposed changes to the Comprehensive Plan.


9. Report regarding Sunset Valley Nature Watch.

10. Consider Items to be discussed at the June meeting.

11. Adjourn

A quorum of the City Council may attend the meeting, however, no official action by the City Council shall be taken.

I certify that the above notice of meeting was posted at City Hall, 3205 Jones Road, Sunset Valley, Texas, on the 3rd day of May, 2021 at 6:00 PM.


Matt Lingafelter
City Secretary

The City of Sunset Valley is committed to the compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.



NOTICE OF A REGULAR MEETING OF THE
PLANNING AND ENVIRONMENTAL COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY APRIL 1st, 2021
6:30 P.M. - 8:30 P.M.

Community Members Present:

Dawn Dickson, Committee Member
Melissa Gonzales, Committee Member
Katherine Johnson, Committee Member
Zoe Trieff, Committee Chair
Lisa Versaci, Committee Member
Karen Medicus, City Council Liaison
Alfonso Carmona, City Council Member
Rudi Rosengarten, City Council Member
Carolyn Meredith, Parks and Natural Resource Manager

1. Call to Order
Meeting called to order at 6:57.
2. Citizen Comments
No citizen comments at this time.
3. Approval of meeting minutes from March 8th, 2021.
Minutes from March 8th, 2021 approved by unanimous consent.
4. City Council Liaison Report
Council Member Medicus reported on the CIP project development, OpenGov Stories Page, RFQ for Artsfest 2022, Council reopened Valley Creek Park, temporarily reinstated Adopt-a-Tree and brush chipping, a Special Use Permit at Zoning for a Sunday Farmer's Market, and that the Sustainable Food Center will operate their market on Saturday at the elementary school.
5. [Update on Public Works and Environmental Services Activities.](#)
The committee was updated on Public Works Activities.
6. [Discussion regarding Article I and II of the Comprehensive Plan and the Future Land Use Map.](#)
 - i. Action Sought: Committee will finalize discussion of article I and II of the Comprehensive Plan. The committee will provide recommendations on the Future Land Use Map.
 - ii. Action Approved: *The committee completed review of Article I and II of the Comprehensive Plan. The committee will review the future land use map at a special meeting on April 12th.*
 - iii. Next Meeting Steps:
 - iv. Adoption:

v. Supporting Documents: [OpenGov Link](#)

7. [Discussion and possible recommendation regarding 2021-2022 budget requests.](#)

- i. Action Sought: Committee will discuss possible budget requests for the 2021-2022 budget year including suspended programs and services.
- ii. Action Approved: *The Committee will discuss budget items at the April 12th meeting.*
- iii. Next Meeting Steps:
- iv. Adoption:
- v. Supporting Documents: Service Ranking 2020

8. [New Business](#)

- a. Sunset Valley Nature Watch
- b. Aquifer Presentation-Dr. Nico Hauwert April 13, 2021
 - i. *The committee will discuss nature watch at the next meeting. The presentation will take place on the 13th at 6:00.*

9. Adjourn

Meeting adjourned at 8:34.

COMMITTEE MEETING DATE: MAY 6TH, 2021



PLANNING AND ENVIRONMENTAL COMMITTEE AGENDA ITEM #5

STAFF PREPARER/CONTACT INFORMATION: Carolyn Meredith
cmeredith@sunsetvalley.org

SUBJECT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

DESCRIPTION: Discussion and possible recommendation regarding 2021-2022 budget requests.

BACKGROUND: In 2020, the committee reviewed and ranked various projects and services. The Committee will review those items and make recommendations to the Budget and Finance Committee and City Council regarding these programs. Committee will discuss possible budget requests for the 2021-2022 budget year including suspended programs and services, projects, and conservation rebates.

APPLICABLE CODE SECTIONS:

STAFF RECOMMENDATION: N/A

SUPPORTING MATERIALS PROVIDED: SERVICE AND PROGRAM INFORMATION

**Ranking of Community Services by
Planning and Environmental Committee**

Service	Status	Ranking	Category (Bronze/Silver /Gold)	Fee/Changes to Program
Wildfire Mitigation	Suspended	54	Bronze	
Natural Waterways	Active*	53	Bronze	
Ditch and ROW Maintenance	Active*	51	Bronze	
Wildlife Management/Dead Animal Removal	Active	47	Bronze	
Brush Grinding	Active	45	Bronze	
Litter Pick Up	Active*	45	Bronze	Silver, increase to twice a week.
Storage Yard Dumpster Maintenance, Brush Pile Management, Mulch Processing.	Active	43	Bronze	Possible limited access or fee charged for load, or after a certain #of loads.
Mulch Delivery	Suspended	40	Bronze	Fee, limited number of monthly deliveries.
Adopt A Tree	Suspended One-time use April 2021	40	Silver	Possible volunteer activity, reducing frequency to twice a year, plants can be picked up at City Hall.
Mowing of Residential ROW	Active*	40	Bronze	Texascapes
Wildfire Preparedness Outreach	Suspended	39	Bronze	Different activity than calendar, something simpler that takes less staff time, possible volunteer activity.
Electronics/HHW Recycling	Suspended	39	Gold	Reminders to Residents to recycle these items
Curbside Brush Chipping	Suspended One Time- April 2021	38	Silver	Fee, more expensive fee than trailer usage
Community Garden	Active*	38	Bronze-for maintenance	The community garden could use annual fees for purchasing soil and other supplies.
Ant Bait	Suspended	37	Gold	Possibly cancel purchasing program. Keep Ant Day and educational efforts.
311 Request Portal	Active	35	Bronze	Streamline to one platform for all services including payment
Corridor Clean Up	Suspended	35	Silver	Volunteer activity. Ask that the Public Safety Committee review.
Metal Recycling	Active	34	Bronze	Dropoff at City Hall
Summer Youth Program	May be reinstated in June- Awaiting	34	Silver	This can be downsized to a smaller number of participants. It can also be reviewed later in the year as the COVID situation stabilizes.
Bulk Item Pick Up	Active	33	Bronze or Silver	TDS
Residential Consultations	Suspended	33	Gold	Possible resident Volunteers
Environmental Seminars. Creek Clean Up, Summer Science Days, Arbor Day	Suspended	32	Silver	Volunteers, keep funding in the Green Tax.

**Ranking of Community Services by
Planning and Environmental Committee**

Spring Cleaning Month	Completed for year	32	Silver	Combine Adopt a Tree Order Pickup with Open House.
Tire Recycling	Active	32	Bronze	Fee for disposal
On-site Brush Chipping	Suspended	31	Gold	Fee, possible fee waived for elderly residents
Soil Delivery	Suspended	28	Gold	Fee for delivery
Residential Request and Assistance	Suspended	26	Gold	Refer people to services. Neighbor helping neighbor program.
Rebate Programs	Suspended	25	Silver	Reduced levels 50%. Gold would be 100% Limit the amount of participation. Planning and Environmental Committee will review the rebate programs.
Trailer Usage	Suspended	21	Silver	Fee, cheaper fee than curbside brush chipping

Active*-Program is active but with reduced service level.

Estimated Cost of Services

Status	Rank	Service	Cost per item/visit
Active	47	Wildlife	\$128.22 (Disposal Fee included)
Active	43	Storage Yard, etc	\$198.69 (Maintenance each week)
On Hold	40	Mulch Delivery	\$50.02
On Hold	40	Adopt a Tree	\$1,126.25 (Each plant sale)
On Hold	38	Curbside Brush	\$108.64
On Hold	39	Electronic HHW	\$1,090.41 (Annual)
On Hold	28	Soil Delivery	\$50.02
On Hold	21	Trailer Usage	\$69.49

Trail, Park, Open Space and Planning Projects

Trail - Park - Open Space	34 Reese Trailhead
Trail - Park - Open Space	Lone Oak Parking Lot
Trail - Park - Open Space	Uplands
Trail - Park - Open Space	Upper Cougar Creek
Trail - Park - Open Space	Burger Center Loop Trail
Park Amenities	Dog Park
Trail - Park - Open Space	Uplands
Planning	Update Trails / Parks Plan
Planning	Update Master Plan
Planning	Update Land Development Code

**Ranking of Community Services by
Planning and Environmental Committee**

Planning	Update GIS / City Maps
Planning	Disaster Preparedness Plan

Category	Program	Description	Goal	Method of Measure	Total Cost	Max / Household	Status of Funding in the Current Fiscal Year
Energy Conservation	Solar Conservation	In an effort to reduce demands on conventional fossil fuel based energy sources, the City of Sunset Valley is offering a solar energy conservation program to homeowners. Solar energy systems create clean energy with no emissions. Using solar energy to generate 1 kilowatt of power is equivalent to planting 50 trees.	Reduce demand on the energy grid. Improve air quality.	kWh saved	\$10,000 for Energy Conservation	\$3,000.00	Available
Energy Conservation	HVAC - Air Conditioner	Heating and air conditioning use more energy than any other household activity. Newer systems are 40% more efficient than older systems. The City of Sunset Valley is offering a rebate for the cost to replace an existing air conditioning system or the purchase of an energy star window unit air conditioner.	Reduce demand on the energy grid. Improve air quality.	kWh saved	\$10,000 for Energy Conservation Rebates Vary: Split System Air Conditioners Residential—Five Ton Systems & Less \$180-\$600. Package Unit Air Conditioners Residential-Five-Ton Systems and Less \$300-\$480. Window Units Air Conditioners or Heat Pumps \$50.	\$600.00	Available
Energy Conservation	Refrigerator	Newer model refrigerators are two to three times more energy efficient than models manufactured before 1993. Refrigerators are the most energy demanding appliances in our homes. To encourage energy efficiency the City of Sunset Valley is offering a rebate of \$100.00 toward the purchase of a new energy star refrigerator. Energy star refrigerators are at least 20% more efficient than federal standards.	Reduce demand on the energy grid. Improve air quality.	kWh saved	\$10,000 for Energy Conservation	\$100.00	Available

Category	Program	Description	Goal	Method of Measure	Total Cost	Max / Household	Status of Funding in the Current Fiscal Year
Energy Conservation	Weatherization	The goal of the weatherization rebate program is to make existing homes more energy efficient. Weatherization is one of the most cost effective ways to conserve energy. The City is offering a variety of rebates from basic weatherization to providing additional insulation.	Reduce demand on the energy grid. Improve air quality.	kWh saved	\$10,000 for Energy Conservation Audit-\$0.12 per square foot up to \$300.00 Additional Insulation- \$0.25 per square foot up to \$625.00 Solar Screening/Solar Shading/Film- \$1.00 per square foot up to \$100.00 Duct Replacement/Wrapping-\$1.00 per linear foot up to \$100.00 Low E Windows-\$5 per square foot up to \$300.00 Wi-Fi enabled thermostat-40% of cost up to 100	\$1,425.00	Available
Energy Conservation/Water Conservation	Tankless Water Heater	As more and more homes integrate green technologies, homeowners are discovering the benefits of tankless water heaters. Unlike storage tank water heaters, tankless water heaters only heat water when needed, which conserves energy. Tankless water heaters can reduce energy demand for heating water by 40%. Tankless water heaters can also save water by providing on demand hot water. In an effort to decrease energy and water demands the City of Sunset	Reduce demand on the energy grid. Improve air quality.	kWh and GPY saved	\$10,000 for Energy Conservation Cost is split between Water and Energy- Appliances \$5000, Water \$26,000 \$250.00 - Energy Conservation \$250.00-Water Conservation	\$500.00	Not Available
Pollution Reduction	Light Pollution	Light pollution is exposure to excessive and inappropriate artificial light. Sunset Valley is a dark sky community encouraging lighting to face down. This type of lighting helps reduce urban sky glow, light trespass, glare, and clutter. The International Dark Sky association has developed a seal of approval for lights that reduce In order to reduce light pollution. This program aides residents in replacing outdoor lighting with lights that are dark sky certified.	Reduce sky glow and glare	Up light and Glare reduction	Pollution Reduction Rebates and Programs- \$1500 50% of the cost up to \$75.00	\$75.00	Available

Category	Program	Description	Goal	Method of Measure	Total Cost	Max / Household	Status of Funding in the Current Fiscal Year
Pollution Reduction	Lawn Equipment	According to the Environmental Protection Agency, over 5% of urban air pollution results from gasoline-powered lawn and garden equipment. The goal of this program is to provide an incentive towards the purchase and use of electric and propane lawn equipment.	Improve air quality	CO2 Emissions	Pollution Reduction Rebates and Programs- \$1500 50% of the purchase price of an electric or propane lawnmower, up to \$200.00. 50% of the purchase price of electric or propane string trimmers and leaf blowers up to \$100.00.	\$300.00	Available
Pollution Reduction	Home Composting	The goal of the home composting rebate program is to reduce the amount of organic matter that enters the waste stream.	Reduce Landfill Disposal	Solid Waste Reduction	Pollution Reduction Rebates and Programs- \$3000 75% of the cost up to \$100	\$100.00	Available
Water Conservation	Low Water Use Rebate	Residential households who use less than 3,000 gallons per month are eligible for this rebate. The base rates for water is covered by the City.	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 Approximately \$15 a month	180 per year	Available
Water Conservation	Washing Machine	New High Efficient Washing Machines.	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 \$ 500	\$500.00	Available
Water Conservation	Toilet	Dual Flush and/or 1.28g or less High Efficiency Toilets	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 \$225	\$675.00	Available
Water Conservation	Water Conservation Landscaping	Up to 60% of residential water use may be used outdoors. Turf grasses require a lot of water and generally need more than once a week watering to be healthy. This program has three components: 1) Converting turfed areas to native planting beds. 2) Converting turf to non irrigated areas such as gravel or mulch. 3) Converting St. Augustine lawns to native turf.	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 Lawn to Native Beds- \$20.00 per 100 square feet up to \$500.00 with a minimum 500 square feet. Lawn to Non-Irrigated Areas- \$30.00 per 100 square feet up to \$600.00 with a minimum 500 square feet. Native Grass- \$10 per 100 square feet up to \$500.00 with a minimum 500 square feet.	No Maximum	Available

Category	Program	Description	Goal	Method of Measure	Total Cost	Max / Household	Status of Funding in the Current Fiscal Year
Water Conservation	Rainwater Harvesting	In an effort to encourage water conservation the City of Sunset Valley is offering a financial incentive to homeowners that install large rainwater harvesting systems (greater than 300 gallons). The system must be capable of capturing the first inch of rain for the first 1000 square feet of roof catchment area and half an inch of the second 1000 square feet of roof catchment area. In general 0.6 gallons per square foot of roof per inch of rain can be collected from your roof catchment area. For example a house with 2,000 square feet of roof catchment area would need to have storage facility for	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 First \$500.00 - 100% Above \$500.00 - 50% up to \$3000.00	\$3,500.00	Available
Water Conservation	Irrigation Upgrades	The goal of this program is to conserve water by upgrading existing irrigation systems to reduce waste.	Reduce current and future water demands	GPY saved	Water Conservation Rebates and Programs-\$10,000 Rain or Soil Moisture Sensor-Up to \$50 Pressure Regulating Valve-Up to \$100 Pressure Regulating Components- Up to \$100 Conversion from Spray to Multi Stream- \$4 per nozzle up to \$100 Capping a station-Up to \$50 per station Conversion to Drip Irrigation- Up to \$50 per station.	No Maximum	Available
Reimbursement Program	Library Card	This program allows the City to reimburse each household the \$120 fee that the City of Austin charges for a library card.			\$2,500.00		Available