



# City of Farmers Branch Action Meeting Minutes City Council

Farmers Branch City Hall  
13000 Wm Dodson Pkwy  
Farmers Branch, TX 75234

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Tuesday, January 20, 2026

6:00 PM

Council Chambers

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The full video of this meeting is available on the City website at <https://farmersbranch.legistar.com/Calendar.aspx>.

**Council Present:** Mayor Terry Lynne, Mayor Pro Tem Tina Bennett-Burton, Deputy Mayor Pro Tem Roger Neal, Councilwoman Lupe Gonzalez, Councilmember David Reid (*arrived at 3:35 p.m.*), Councilmember Elizabeth Villafranca

**City Staff Present:** City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, City Secretary/Deputy Director of Administrative Services Erin Flores, City Attorney David Berman, Director of Public Works Ray Silva-Reyes, Director of Finance Jay Patel, Deputy Director of Planning and Zoning Sam Chavez, Director of Parks and Recreations Rob Diaz, Deputy Director of Economic Development Darren Harris, Police Chief Kevin McCoy, Fire Chief Daniel Latimer, Director of Innovation and Technology Joey Brock, and other City staff

## CALL TO ORDER - STUDY SESSION (3:30 P.M.)

Mayor Lynne called the meeting to order at 3:30 p.m.

## PUBLIC COMMENTS ON STUDY SESSION ITEMS

There were no members of the public wishing to address the Council.

## STUDY SESSION ITEMS

### **C.1 Review and discuss Consent and Regular agenda items.**

No members of the Council had comments related to the agenda items.

### **C.2 Receive a presentation on a proposed Community Run Event and 2026 Special Events.**

Director of Parks and Recreation Robert Diaz gave a presentation on the following:

- Background of the Fun Run
- Estimated cost to host a Fun Run
- City events scheduled for 2026
- The options available to combine the Fun Run with an existing event

Council requested the following:

- Route to include Bee Street. (Mayor Pro Tem Bennett-Burton, Councilmember Gonzalez, Councilmember Reid)

- Seek out sponsors to lower the out-of-pocket cost for the City. (Mayor Pro Tem Neal, Deputy Mayor Pro Tem Neal)
- More of a fall fest event, and potentially move Halloween in the Park to earlier in the month. (Councilmember Gonzalez)
- Communicate with businesses along Bee Street to get their opinion on the route. (Deputy Mayor Pro Tem Neal)

**C.3 Provide an update on an agreement with Samsara for the asset tracking and maintenance of City assets after the first year of the five-year contract.**

Fleet Operations Manager Kevin Reinartz gave a presentation on the following:

- A background of the Samsara contract and the costs of using the software in years one and two
- How the software manages fleet utilization, increases driver safety, and decreases the cost of fleet maintenance

There were no requests from the Council for additional information.

**C.4 Provide an update on the City's credit card fees and the cost of accepting electronic payments.**

Director of Finance Jay Patel gave a presentation on the following:

- The background of electronic payments and processing fees in the City
- How processing fees are calculated
- Current costs associated with the City's credit card service versus fee revenues

Council requested the following:

- Move to 3.5% with no rebate. (Mayor Pro Tem Tina Bennett-Burton, Councilmember Gonzalez, Councilmember Reid)
- Not in favor of raising to 3.5%. (Councilmember Villafranca, Deputy Mayor Pro Tem Neal)
- Inform the public on alternate means of payment to avoid paying fees. (Mayor Lynne)
- Provide the differential on the amount of charging autopay customers 2.5%. (Councilmember Reid)

**C.5 Present the Fiscal Year 2024-25 Fourth Quarter Financial Report and Fiscal Year 2025-26 First Quarter Grants Update.**

Director of Finance Jay Patel gave a presentation on the following:

- The current status of the fiscal year
- A comparison of the current general fund revenues and the prior year
- The general fund expenditures by the type of fund
- A status of the current grant applications

Council requested the following:

- The majority of the Council agreed to continue receiving quarterly financial updates.

**C.8 Receive a presentation from the Public Works Department for the 2026 City of Farmers Branch Water and Wastewater System Capital Improvement Plan.**

Director of Public Works Ray Silva-Reyes gave a presentation on the following:

- An overview of the importance of utility infrastructure investment
- Details on the Capital Improvement Plan (CIP)
- How projects were prioritized based on a scoring matrix
- An overview of the three phases of the CIP
- The cost of the projects for the next five years

There were no requests from the Council for additional information.

Mayor Lynne convened in Executive Session at 5:01 p.m.

**EXECUTIVE SESSION**

- D.1 The City Council will convene into a closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel, to deliberate the appointment, employment, compensation, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – a Municipal Court Judge pursuant to Section 28-23 of the Farmers Branch Code of Ordinances.**
- D.2 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code, Economic Development, to discuss and deliberate Farmers Branch Project 26-004.**
- D.3 The City Council will convene into a closed Executive Session pursuant to Section 551.071 of the Texas Government Code, Consultation with Attorney, to seek legal advice regarding matters related to Dallas Area Rapid Transit (DART), including but not limited to correspondence, programs, funding, agreements, and any associated legal rights, obligations, or potential actions.**

**CALL TO ORDER - REGULAR MEETING**

Mayor Lynne called the Regular Meeting to order at 6:00 p.m.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Mayor Lynne led the invocation and pledges of allegiance.

**CEREMONIAL ITEMS**

There were no ceremonial items during this meeting.

**ITEMS OF COMMUNITY INTEREST**

Public Information Officer Christian Grisales presented items of community interest.

**CITIZEN COMMENTS**

- Mary Witherspoon, 1641 North Windomere Avenue, # 2306, Dallas, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.
- Jennifer Farlow, 2301 Briardale Drive, Carrollton, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.

- Randa Hassley, 4522 Abbott Avenue, # 12, Dallas, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.
- Pamela Silver, 2879 Millwood Circle, Farmers Branch, spoke on the following topics.
  - Spoke in opposition to the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.
  - Spoke in opposition to the City selling commercial property.
  - Spoke in opposition to turning the City into an entertainment district.
- Michael McGinnis, 13220 Glad Acres Drive, Farmers Branch, spoke about his concerns on the letter the City mailed to DART.
- David Jones, 3554 Golfing Green Drive, Farmers Branch, spoke in favor of moving the election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch to November 2026 as a nuclear option.
- Jacqueline Campuzano, 503 Cameron Avenue, Dallas, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.
- Barbara Currier, 4010 Kerr Circle, Farmers Branch, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch and the conditions the City listed in the letter mailed to DART.
- David Silver, 2879 Millwood Circle, Farmers Branch, spoke on the following topics:
  - Spoke on concerns that residents are no longer able to report left-out trash bins on the FBTX app.
  - Spoke on concerns that the search bar on the City website does not function well.
  - Spoke on concerns that some residents are not able to sit in the Council Chambers when the room has met maximum capacity.
  - Spoke on concerns that the utility bill does not detail the water and sewer rate, and the credit card processing fee.
  - Requests that traffic lights in school zones be flashing at all times to deter speeding.
  - Requests toll tag readers that charge non-residents a fee when they enter the City.
- Richard Reynolds, 1500 North Garrett Avenue, #321, Dallas, spoke in opposition of the City holding an election regarding ending Dallas Area Rapid Transit (DART) services in Farmers Branch.

**CONSENT AGENDA**

- J.1 Consider approving the following City Council meeting minutes; and take appropriate action.**
- **January 6, 2026, City Council Meeting Minutes**
- J.2 Consider adopting Ordinance No. 3986 calling for the May 2, 2026, General Election for the position of Mayor and District 2 City Councilmember, authorizing the City Manager to execute an election services contract with the Dallas County Elections Department; and take appropriate action.**

- J.3 Consider approving Resolution No. 2026-006 authorizing the purchase of equipment for turf and grass maintenance from Professional Turf Products, L.P., through the BuyBoard cooperative purchasing program in the amount of \$88,500; and take appropriate action.
- J.4 Consider approving Resolution No. 2026-004, approving Amendment No. 1 to the Professional Services Agreement with Birkhoff, Hendricks, and Carter, L.L.P. for the Webb Chapel Road Water and Wastewater Utility Improvement Project in the amount of \$104,100; and take appropriate action.
- J.5 Consider approving Resolution No. 2026-010 reaffirming the City Manager's execution of a renewal agreement for annual licensing, support, and maintenance for the City's electronic records and workflow system, in an amount not to exceed \$57,000; and take appropriate action.
- J.6 Consider approving Resolution No. 2026-011 reaffirming the City Manager's execution of an agreement for professional information technology research and advisory services in an amount not to exceed \$97,000; and take appropriate action.
- J.7 Consider approving Resolution No. 2026-012 authorizing the City Manager to negotiate and execute a renewal agreement for software licensing, maintenance, and support for the City's virtual server environment, in an amount not to exceed \$200,000; and take appropriate action.
- J.8 Consider approving Resolution No. 2026-014 authorizing the purchase of ten vehicles for the Police Department from Caldwell Country Ford through the BuyBoard Cooperative Purchasing Program in the amount of \$892,814; and take appropriate action.
- J.9 Consider approving Resolution No. 2026-013, authorizing the City Manager or designee to approve Demolition/Rebuild program applications in accordance with program guidelines, and take appropriate action.

A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to approve the Consent Agenda as presented. The motion carried with the following vote:

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Reid, Councilmember Villafranca

**PUBLIC HEARING**

There were no public hearings during this item.

**REGULAR AGENDA ITEMS**

- L.1 Consider adopting Ordinance No. 3983 appointing a Presiding Municipal Court Judge for the City of Farmers Branch Municipal Court of Record No. 1, establishing the position as full-time and setting compensation; and take appropriate action.

A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to appoint Stephan Feil as the Presiding Municipal Court Judge and set the annual compensation at \$135,000. The motion carried with the following vote:

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Villafranca, Councilmember Reid

**TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION**

**D.2 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code, Economic Development, to discuss and deliberate Farmers Branch Project 26-004.**

**A motion was made by Councilmember Villafranca, seconded by Deputy Mayor Pro Tem Neal, to approve an Economic Development agreement with Southwest Airlines and authorize the City Manager to sign on the City's behalf as discussed in Executive Session. The motion carried with the following vote:**

Aye: Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal, Councilwoman Gonzalez, Councilmember Villafranca, Councilmember Reid

**STUDY SESSION ITEMS**

**C.6 Receive a quarterly update from the Economic Development Department.**

Deputy Director of Economic Development Darren Harris gave a presentation on the following:

- A status of the business retention and expansion in the City.
- An overview of the targeted events and meetings the Economic Development Department attended.
- An overview of incentives provided by the City.
- Upcoming events that will be hosted by the Economic Development Department.
- An overview of the warehouse and multi-family vacancy rates.
- The goals for future progress in the City.

There were no requests from the Council for additional information.

**C.7 Receive an update on adopting a Public Facility Corporation in Farmers Branch.**

Deputy Director of Economic Development Darren Harris gave a presentation on the following:

- An explanation of a Public Facility Corporation (PFC)
- How PFCs are used in other cities
- The potential impacts of a PFC

Council requested the following:

- More information on how a PFC can benefit the City. (Deputy Mayor Pro Tem Neal)
- Information on the structure and format of a PFC and how it would correlate with the Local Government Corporation already in place. (Mayor Pro Tem Bennett-Burton)

**C.9 Receive an update regarding Discover Farmers Branch Tourism efforts and events.**

Tourism Contractors Meredith Dowdy and Anne Stokes gave a presentation on the following:

- The importance of tourism in the City
- The hotel tax revenue collected in the last three years
- An overview of how the City supports hotels, events, and visitors

- An overview of the events that came to the City in 2025

There were no requests from the Council for additional information.

**C.10 Update on the Garage Conversion Amnesty Program Permit for single-family homes with unauthorized garage conversions.**

Director of Community Services San Chavez gave a presentation on the following:

- The background of the program
- The community outreach efforts made by the City
- A status of the remaining homes that are non-compliant
- How the City will manage homes that are non-compliant after the program expires

Council requested the following:

- Provide an updated list to Council of non-compliant homes. (Majority of Council)
- Extend the program for six months. (Majority of Council)

**C.11 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.**

Council gave updates regarding outside organizations and other meetings attended.

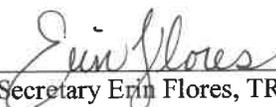
**C.12 Review and discuss future agenda items.**

The following future agenda items were requested:

- Plan tours for the City Council of the landfill, the service center, the pump stations, the police station, and the fire administration. (Mayor Lynne)

**ADJOURNMENT**

Mayor Lynne adjourned the meeting at 8:03 p.m.

  
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City Secretary Erin Flores, TRMC

  
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Mayor Terry Lynne