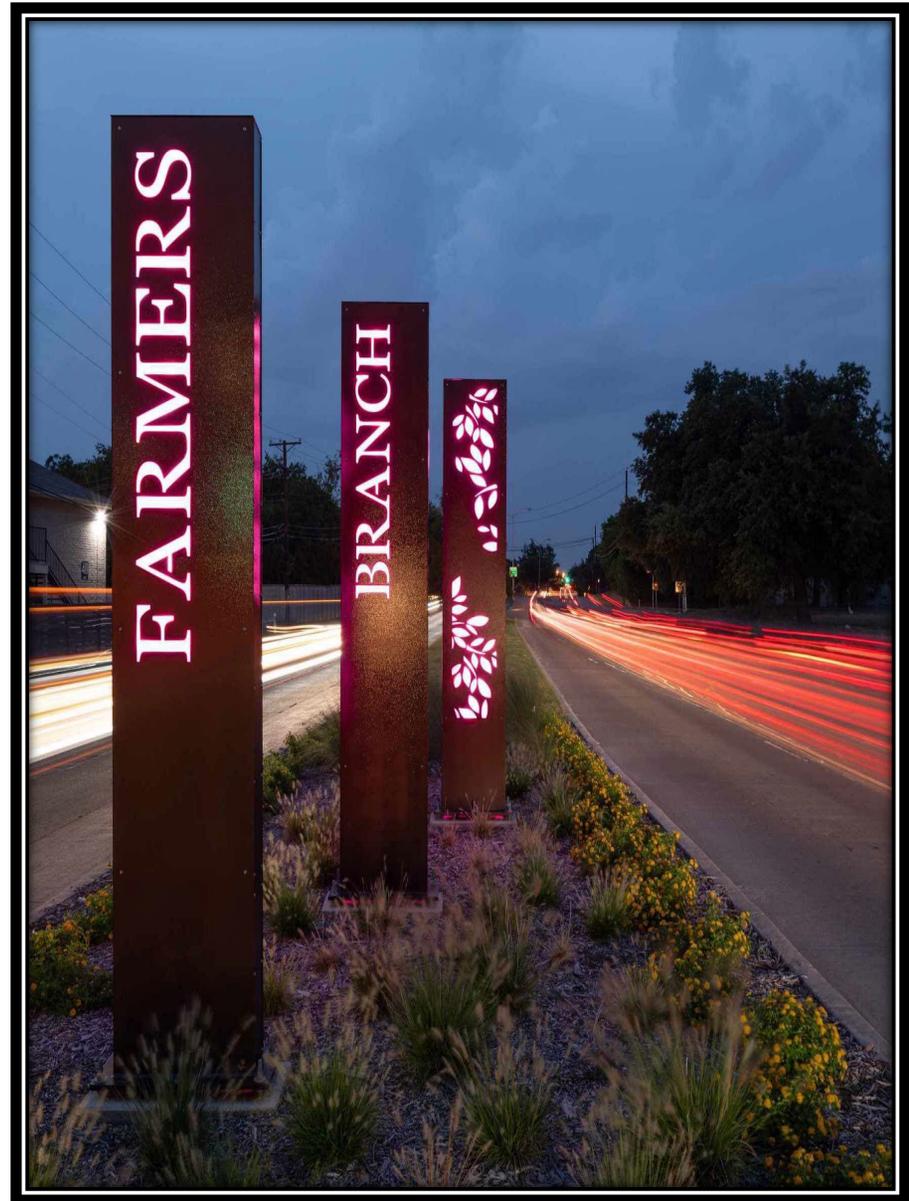


**CITY OF FARMERS BRANCH
STRATEGIC PLANNING SESSION 2024
SUMMARY REPORT**



CITY OF FARMERS BRANCH STRATEGIC PLANNING SESSION 2024

MISSION

Our Mission at the City of Farmers Branch is to build a vibrant, dynamic community that consistently seeks to improve the quality of life for our residents.

VISION

Our vision is to be a city of the future with a vibrant and diverse economy that supports beautiful parks, great amenities, and friendly neighborhoods.

CORE VALUES

- ❖ RESPECT
- ❖ EXCELLENCE
- ❖ ACCOUNTABILITY
- ❖ CARE
- ❖ TRUST

FOCUS AREAS



STRONG &
DIVERSE ECONOMY



CONNECTED
NEIGHBORHOODS



CUSTOMER
SERVICE



HIGH
PERFORMANCE



SUSTAINABILITY



PUBLIC
SAFETY

2024 CRITICAL BUSINESS OUTCOMES

Critical Business Outcomes are specific projects that City Council has identified as being crucial to progress and success.

CB01 Ensure strategic planning alignment to current status of City and mission/vision

CB02 Improve access to responsible and diverse housing

CB03 Plan for, build, and maintain high quality public assets

CB04 Support the evolution of the arts, culture and recreation in Farmers Branch

CB05 Strategically identify and acquire property to further the goals of the City

CB06 Improve overall and targeted community engagement

City of Farmers Branch, Texas
City Council Strategic Planning Session 2024
Summary Report

The Farmers Branch Council met on Thursday, February 8, 2024. The mayor, council members, city manager, deputy city manager, and numerous department leaders were present.

Councilmembers in Attendance: Mayor Terry Lynne, Deputy Mayor Pro Tem Omar Roman, Councilwoman Tina Bennett-Burton, Councilmember David Merritt, and Councilmember Martin Baird.

The meeting was called to order at 9:20 a.m.

Topic presentations included:

- ❖ Fire Department
 - 48/96
 - Brigade Program
 - Mental Health Program
- ❖ Police Department
 - Radar Signs Approach and Philosophy
 - Motorcycle Unit
 - Canine Unit
 - Social Media Presence
 - Staffing
 - Public Safety Officer model
- ❖ Development Projects Updates
- ❖ Spot at Myra – 3-way contract to prevent future concerns.
- ❖ Public Infrastructure
 - Water Infrastructure
 - Street
- ❖ Parks – Project Status Updates
- ❖ Finance
 - Grants
 - Cooks Creek Potential Challenges
 - Budget Timeline
- ❖ Code Enforcement
- ❖ Comprehensive Plan Implementation
- ❖ Specific Use Permits and Site Plans
- ❖ Human Resources
 - 4-10s Scheduling, Employee recruitment and retention, and enhanced customer service
- ❖ Identify 2025 Critical Business Outcomes

Executive Summary of the presentations:

Notes from each presentation are included in the next section. This summary is of the items garnering the most attention from council members. The overview of Future Foundation Areas and 2025 Critical Business Outcome is reserved for the last section of this report.

Public Safety:

Fire: While the 48/96 schedule garnered attention, Council members expressed a need to see the schedule for the operations section of the fire department. This schedule would give them a better understanding of how the system worked.

While the council was supportive, they still had some concerns, including appropriate staffing and impact on firefighter safety.

One benefit that was mentioned is that the applicant pool has moved from 38 to 101 with the new schedule.

Mental health initiatives (Fire did most of the presentation, but the initiative also involved police). There was a tremendous amount of discussion, and the council received a heartfelt presentation with actual testimonials about the impact of poor mental health. The police department sharing that police lose more officers to suicide than police work was a critical moment during the conversation.

Police: The police provided detailed information regarding traffic control, enforcement, and positive trends in stats (Crime and traffic). The MCRP—Mandatory Crime Reduction Program received the most scrutiny. While many of the concerns were assuaged, many ideas and suggestions were given to the police.

Development Projects: The future of pickleball was discussed (also mentioned during a discussion about improving medians due to increased visitors to the city). Most questions/concerns centered on the Elm Branch Townhomes. These townhomes were initially approved as being sold and home-owned but are now going to be

rented. Mayor Lynne summed up the group's thoughts: "We need to look more closely at these in the future. We need to be more buttoned up."

Public Infrastructure: Much of the conversation centered on the high costs of these projects, precisely the 100% requirements regarding drinking water. This consumed much of the conversation and concerns regarding associated costs.

Parks (Status of Projects): Median and right-of-way associated maintenance costs seemed to be the most significant concern. A current cost of over \$480,000 was shared. This cost included coverage of 51.2 Acres. This was extensively discussed, and other associated costs, which were not in the final shared cost, were identified.

The interaction between council members also included a need for congruent planning of beautification materials to be used—the potential of beginning this process at City Hall was mentioned.

Finance:

The newly created grant position was discussed, and a list of grants was shared. The most engaging portion of the presentation included an update on the Texas Department Emergency Management Cooks Creek Grant Project. The project does have the potential of a \$2.2 million federal reimbursement—design only is eligible.

Code Enforcement: Boats, motorhomes, and other items parked in yards are a source of complaints and concerns. If addressed, a grandfathering period was suggested.

Mayor Lynne suggested changing the name from Code Enforcement to Code Compliance to reflect the work done better.

Planning: The need for a comprehensive housing plan was mentioned, along with better charting of goals, objectives, and costs.

4–10-Schedule: While it was shared that this schedule is beneficial for customer service and the employees, there was pushback that services were not being performed as well as in the past. The conversation ended with an understanding that progress still needs to be accomplished, and this scheduling will be reevaluated after six months.

2025 Critical Business Outcomes Discussion

During this conversation, the council was without two members and had a hard stop at 4 p.m. As a result, Mayor Lynne wanted to hold an initial conversation but reconvene later to review and finalize.

The following are notes regarding the general consensus of those present for this discussion: Mayor Lynne, Councilman David Merritt, Councilwoman Tina-Bennett-Burton, Councilman Omar Roman, and City Manager Ben Williamson

CBO Discussion:

What is the council consensus for each CBO?

Options: Move forward, move forward and alter, or remove.

Are there any additional options to consider as a CBO?)

1—There was much conversation about whether to remove or alter. Has this been achieved at a level? Could it become a regular business activity?

The discussion landed on continuing focus levels and priorities—possibly adding dashboards and priority planning. Opportunity to enhance seems to be a consensus.

2—Alter to focus more on responsible housing/middle.

3—Possible rework--work infrastructure into this, or it could be its own CBO under “Infrastructure.”

4—Keep this CBO and add entertainment.

5—Keep and expand the CBO to specify/add commercial property.

6—Enhance communication efforts

Are there any new items to place on this list?

A potential new CBO for “infrastructure.”

Attachments:

- A. Departments’ Presentations
- B. Minutes from the Session



CITY OF
FARMERS BRANCH
TEXAS

STRATEGIC PLANNING SESSION: 2024-25

COUNCIL RETREAT | FEBRUARY 8, 2024



Council Retreat Agenda

01 Critical Business Outcomes – 2023-24

02 Staff Presentations

03 Critical Business Outcomes – 2024-25

04 Conclude and Next Steps



FARMERS BRANCH STRATEGY MAP

FOCUS AREAS



STRONG &
DIVERSE ECONOMY



CONNECTED
NEIGHBORHOODS



CUSTOMER
SERVICE



HIGH
PERFORMANCE



SUSTAINABILITY



PUBLIC
SAFETY

- Roadmap to success
- Visual business planning tool
- Communication tool

Serve Our Customers (C)

C1. Achieve the Highest Standards of Safety and Security

C2. Provide Attractive, Unique, and Connected Spaces for Community Interaction

C3. Promote Opportunities for Community Participation in Government

C4. Be Open, Accessible, and Transparent

C5. Attract and Retain Top-Tier Businesses to Drive a Unique and Sustainable Economic Environment

Manage the Business (B)

B1. Achieve Best-in-Class Status in All City Disciplines

B2. Enhance Service Delivery through Continual Process Improvement

B3. Optimize the Use of Technology

B4. Ensure Constant and Effective Communication Both Internally and Externally

B5. Adhere to the Strategic Management System

Provide Financial Stewardship (F)

F1. Invest to Maintain and Provide High-Quality Public Assets

F2. Seek Out and Maintain Alternative Funding Resources

F3. Provide Services in the Most Efficient and Effective Manner Possible

F4. Adhere to Financial Management Principles and Budget

F5. Establish and Maintain Effective Internal Controls

Promote Learning and Growth (L)

L1. Ensure Our Team Understands Our Strategy and How They Contribute to It

L2. Enhance Leadership Capabilities to Deliver Results and Develop Bench Strength

L3. Attract, Develop, and Retain Employees Who Embrace Our Values

L4. Recognize and Reward Top Performers

L5. Foster Positive Employee Engagement

2024 CRITICAL BUSINESS OUTCOMES

Critical Business Outcomes are specific projects that City Council has identified as being crucial to progress and success.

- CB01** Ensure strategic planning alignment to current status of City and mission/vision
- CB02** Improve access to responsible and diverse housing
- CB03** Plan for, build, and maintain high quality public assets
- CB04** Support the evolution of the arts, culture and recreation in Farmers Branch
- CB05** Strategically identify and acquire property to further the goals of the City
- CB06** Improve overall and targeted community engagement



131
Strategic
Initiatives



CBO1: Ensure Strategic Planning Alignment to the Current Status of the City & Mission and Vision

- ❑ Farmers Branch 2045 Plan
- ❑ CZO Amendments
- ❑ IH-35E Corridor Vision Study



CBO2: Improve Access to Responsible and Diverse Housing

- Farmers Branch 2045 Plan
- Demo/Rebuild
- Neighborhood Revitalization

Target area Housing Program

2023 - Builders of Hope - 5 houses



CBO3: Plan for, Build, and Maintain High-Quality Public Assets

- Justice Center – Training Room
- Bay Doors for the Fire Stations
- Branch Connection Renovation
- City Hall Lobby – to improve services
- EV Charging Stations – City Hall, Justice Center, Recreation Center, Manske Library
- Event Center – Venue 1842



CBO4: Support the Evolution of the Arts, Culture, and Recreation

- ❑ Mustang Station Arts & Culture District – Sign Toppers added to 15 Street Signs
- ❑ Local Student's Artwork Designs – three Electrical Boxes (3)
- ❑ Branch Arts Live Event
- ❑ Signature Park – Joya Park at Oran Good
- ❑ John Burke Nature Preserve
- ❑ Historical Park Event Center



CBO5: Strategically Identify and Acquire Property to Further the Goals of the City

- ❑ Neighborhood Revitalization Program – purchased two



CBO6: Improve Overall and Targeted Community Engagement

- National Community Survey – June 2023
- Budget Town Hall
- Comprehensive Plan
- Code Enforcement Outreach
- National Night Out



STAFF PRESENTATIONS



STAFF PRESENTATIONS

Public Safety

- Fire Department
 - 48/96
 - Brigade Program
 - Mental health Program
- Police Department
 - Radar Signs Approach & Philosophy
 - Motorcycle Unit
 - Canine Unit
 - Social Media Presence
 - Staffing
 - Public Safety Officer Model

Development Projects

- Eco-Devo Projects Update
- Spot at Myra – 3-way contract to prevent future concerns

Grants Updates

- Grant Coordinator
- Cooks Creek Potential Challenges

Parks

- Parks Projects' Updates
 - Branch Connection
 - Venue 1842
 - Mercer Park
 - Squire Park
- Median/ ROW Maintenance Policy Philosophy

Code Enforcement

- Code Cares Program
- Future of Code Enforcement
- Update on Customer Services Alignment Model
- Update of Paused Code Items (Ordinances Updates)

Public Infrastructure

- Water Infrastructure
- Streets

Human Resources

- City Scheduling – 4-10s

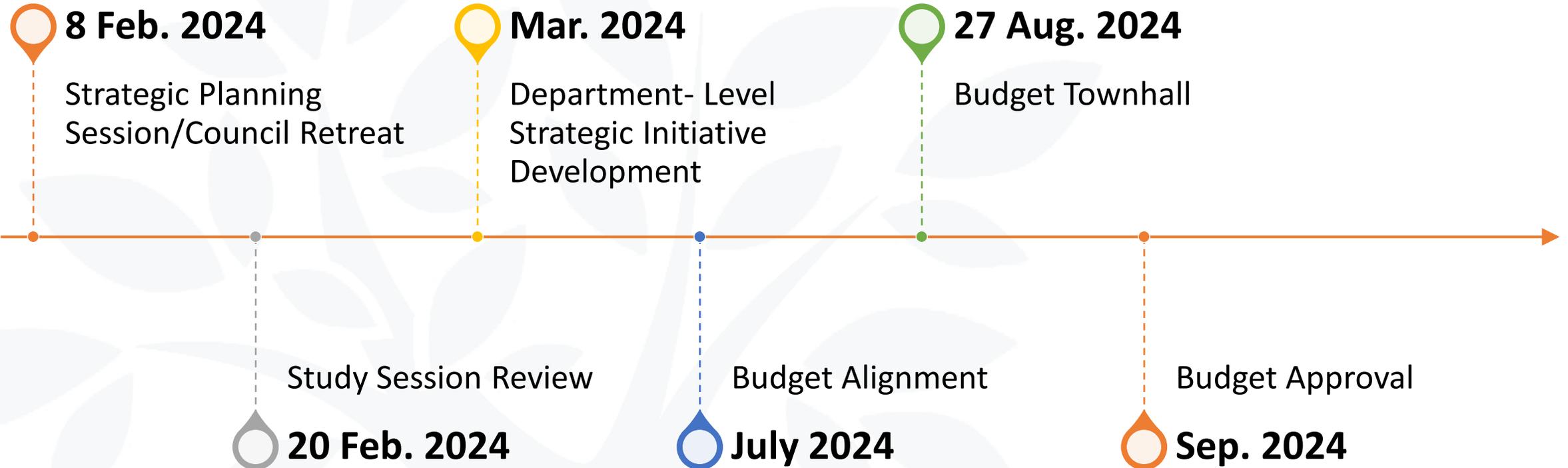
Planning

- Comprehensive Plan Implementation

Critical Business Outcomes 2025: Keep & Modify

Critical Business Outcomes 2023	Status: Keep & Modify 2025
CBO1 - Ensure strategic planning alignment to the current status of the City & mission/vision	
CBO2 – Improve access to responsible & diverse housing	
CBO3 – Plan for, build & maintain high quality public assets	
CBO4 – Support the evolution of the arts, culture, & recreation in Farmers Branch	
CBO5 – Strategically identify & acquire property to further the goals of the City	
CBO6 – Improve overall & targeted community engagement	

NEXT STEPS ...



FARMER

BRANCH



Questions?

COUNCIL RETREAT | FEBRUARY 08, 2024



CITY OF
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48/96 Schedule Change

Shannon Langford, Assistant Chief
Daniel Latimer, Fire Chief

Strategic Retreat | February 08, 2024





Background:

- The 48/96 schedule originated in the 90's.
- The discussion began several years ago when area departments switched to a 48/96 schedule.
- Richardson, Grapevine, McKinney, Flower Mound, etc.





What is a 48/96 schedule?

It is simply working two consecutive 24-hour shifts and then being off for 96 hours.



Why Should We Switch to a 48/96 Schedule?

01 More time with family

02 Better sleep schedule

03 Continuity of business

04 Increases morale



Survey Results

Informal

88.46% voted yes

Formal

94.87% voted yes





“One Team”

- Fire Administration, Human Resources, and City Management collaborated
 - Budget neutral
 - No change to Fair Labor Standards Act (FLSA) pay cycle
 - Limited work for transition





Questions?

Strategic Retreat | February 08, 2024





CITY OF
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TEXAS

Branch Brigade Edutainment Program

Tim Dedear, Assistant Chief

Strategic Retreat | February 08, 2024



Program Purpose



Engage with and invest in the community



Educate the community on topics of fire and life safety, fostering awareness and understanding



Deliver educational programs designed to captivate and entertain, ensuring the message is memorable



Mitigate fire and life safety risks in the community



Program History



1980s-1990s
Clowns & Puppets Introduced



1990s-2000s
Branch Brigade Formed



2000s-2020s
Program Expanded



Now
Enhancing Outreach



Multi-Function Trailer



Boosts general and focused community involvement in public safety, contributing to improved overall engagement and safety awareness



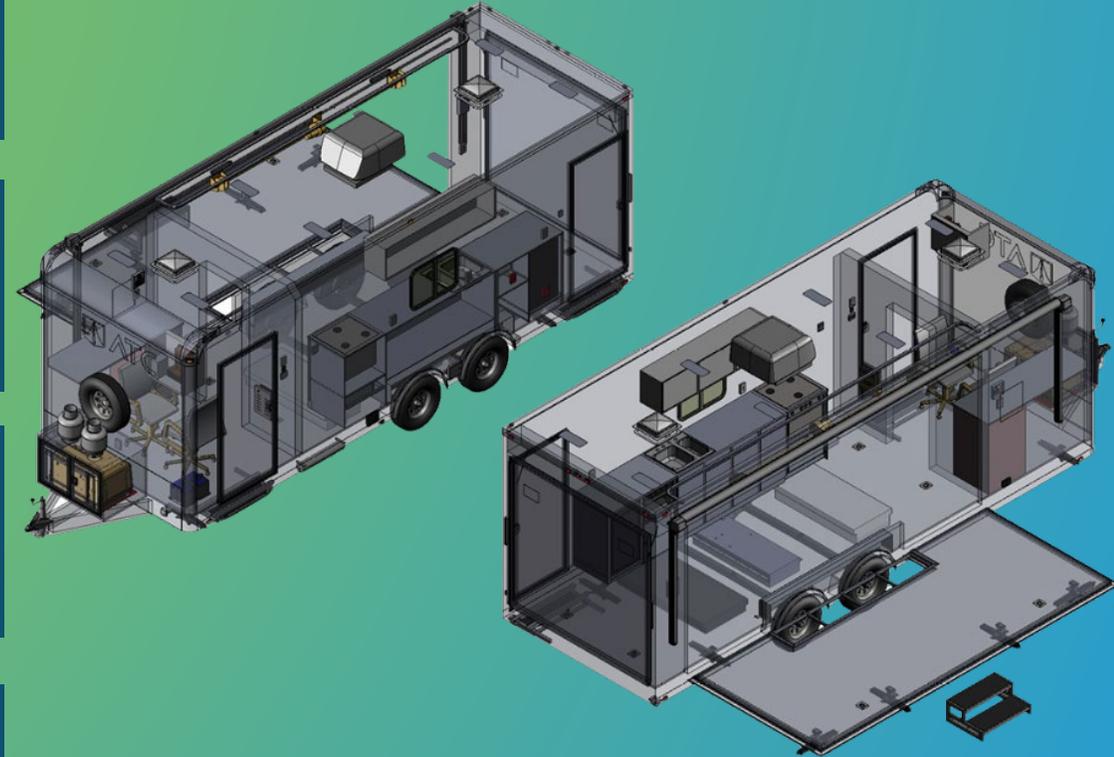
Expands storage capabilities for equipment and props, with rear ramp door for efficient loading and unloading



Tilt-down wall converts to a stage for performances at City events and school programs; functioning kitchen can be used as a prop for fire and life safety presentations



Electrical, A/C and heat in office area enable utilization for emergency management purposes, and for the privacy and comfort of those needing first aid at special events



Branch Brigade Vision

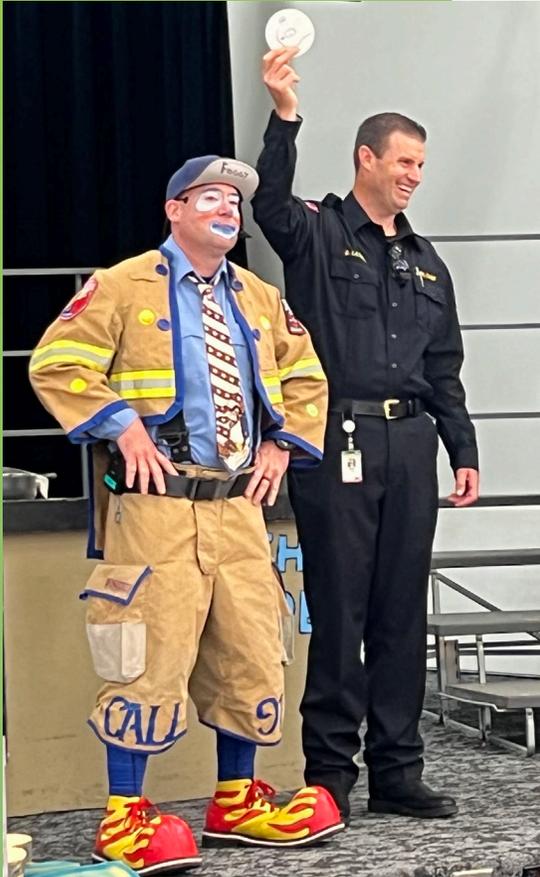
Consistently enhance fire and life safety education within the community

Recruit fire personnel for the program that are passionate about fire and life safety education

Mentor and train new clowns/characters and provide continued support for existing members

Ensure proper upkeep of equipment and props to sustain the seamless delivery of programs

Continue seeking opportunities to engage with the community



Questions?





CITY OF
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TEXAS

Public Safety Mental Wellness Program

Luke Parten, Emergency Management Coordinator
Shannon Langford, Assistant Chief

Strategic Retreat | February 08, 2024



Overview



Public Safety Specific Peer Support,
Training, and Counseling Services



170+ Personnel



Stopping the Stigma



Public Safety is Different



Why Is This Necessary?

01 Nature of the Job



First responders are subjected to traumatic events, and often must move on to the next call immediately.

02 Increased Risk



Long hours, lack of sleep, increased call volume, normalized stress, and lack of resources.

03 Local Events



Dallas, McKinney, Hurst, Farmers Branch.

04 Negative Stigma



First responders don't need help, I must "be tough", it could affect my job, lack of trust.



The Old Way

- “Brush it off”
- “Be a man”
- “Don’t burden others with your problems”
- “Have a drink and forget about it”



Where Are We Now?



Peer Support Team

- Fire and Police
- Provide Resources
- Lend an Ear
- All Ranks



Mental Wellness Training

- Resiliency
- Science of Trauma
- Mental and Physical
- Evidence Based Skills



Counseling Services

- Confidential
- Multiple Options
- No Cost
- Spouses and Children





Questions?

Strategic Retreat | February 08, 2024





CITY OF
FARMERS BRANCH
TEXAS

Farmers Branch Police Department

Strategic Initiative Planning Session | February 8, 2024



Police Strategic Priorities



Staffing



Traffic Enforcement Initiatives



Social Media and Engagement



MCRP



Crime Reduction



Staffing



Sworn

- All Vacancies Filled
- K9 Unit Restart
- Investigations
- Traffic Unit
- Court Unit



Detention

- One Current Opening



Non-Sworn

- Media Specialist
- PSEOs



Traffic Initiatives



Traffic Unit Expansion
2 Squads and 3 Motorcycles*



PSEO Positions
Parking Violations and Support



Enhancing FLOCK LPR camera
program – FLOCK OS



Radar Signs
Deterrent and Data Collection*



Police Motor Unit and Traffic Deployment Plan



01 Radars

New moving radars were purchased and installed in each patrol vehicle at the end of FY2023.

02 Staffing

One officer returned to full time traffic duties. Officers selected and scheduled to attend the basic police motorcycle school in June.

03 Motors

3 Harley Davidson Police Road Kings ordered and scheduled for delivery in June. Will be fully upfitted with all required equipment.

04 Plan

Two motorcycle officers and one vehicle traffic officer will be assigned to work dayshift hours Monday-Friday focusing on complaint areas and high crash locations.



Speed Signs



01 Request

The PD will receive requests for sign deployment from Council, city departments, or through See-Click-Fix. 3 more signs are being requested, bringing the total to 5. One for each Council District.

02 Place

PSEOs will work with Public Works to deploy speed signs and ensure the signs are functioning properly.

03 Review

Speed signs will typically remain for 30 days. PSEOs will then download the data for analysis.

04 Enforce

If a speeding issue is identified, traffic officers will deploy based on the data and take enforcement action.



Social Media



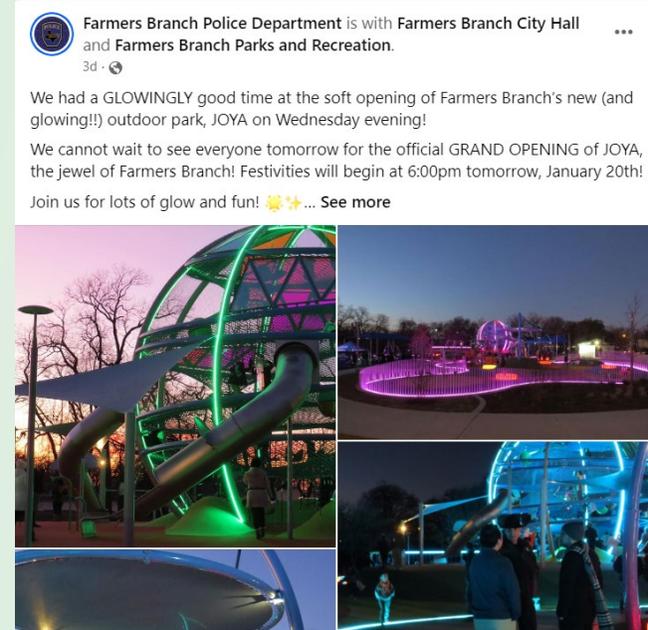
Social media responsibilities removed from crime prevention position



Social media specialist position filled in January



Focus on engagement on all platforms and increasing post quality and frequency



Facebook 28 Day Stats	
New Followers	236 (10.6k)
Post Frequency	49 (Up 308%)
Reach	144.6k (Up 2k%)
Content Interaction	4.4k (Up 331%)
Top Post	Joya Opening – Reach 115.8k

Citizen Engagement

No Solicitation Signs

Based on Council recommendation, No Solicitation signs have been developed.

- The Police Media Specialist will provide information to citizens on sign availability and how to sign up to receive one.
- Signs will be available for pickup at the Police Department (one per home), or if the resident is unable to come to the station, they will be delivered by the COP team.
- There will be no cost to residents during the initial deployment of the signs. Future sign orders may be used as a fundraising opportunity for the COP team.

**NO
SOLICITATION
ADVERTISEMENTS
HANDBILLS**

**SIGN MEETS THE REQUIREMENTS OF CITY OF
FARMERS BRANCH ORDINANCE #3802
SECTION 54-4(E)**

NON-EMERGENCY DIAL *247



Mandatory Crime Reduction Program

- The Department conducted a thorough review of the Mandatory Crime Reduction Program (MCRP) including meeting with representatives from various apartment complexes and the Dallas apartment managers association.
- Currently we have 11,074 apartment units with another 423 under construction and 2,848 proposed compared to 9,021 single-family residences.
- Rather than measuring apartments against single family, the Department proposes moving to a crime risk/safety threshold calculation that measures apartment crime against city crime.
- This system of calculation is similar to the approach taken by other cities and presents a more complete way to measure the crime within a complex compared to the surrounding community.

$$\frac{\text{Part I Crime} + \text{Part II Crime}}{\text{\# of Apartment Units}} = \text{Apartment Crime Index}$$

$$\frac{\text{Part I Crime} + \text{Part II Crime}}{\text{\# of City Dwellings}} = \text{City Crime Risk/Safety Threshold}$$

2023 Crime and Activity



Total NIBRS Part A Crime
-12.4%



Calls for Service – 24,329
-3.2%



Total Arrests – 2,400
+29.6%



Traffic Stops – 18,492
+90%



Questions?

Strategic Initiative Planning Session | February 8, 2024



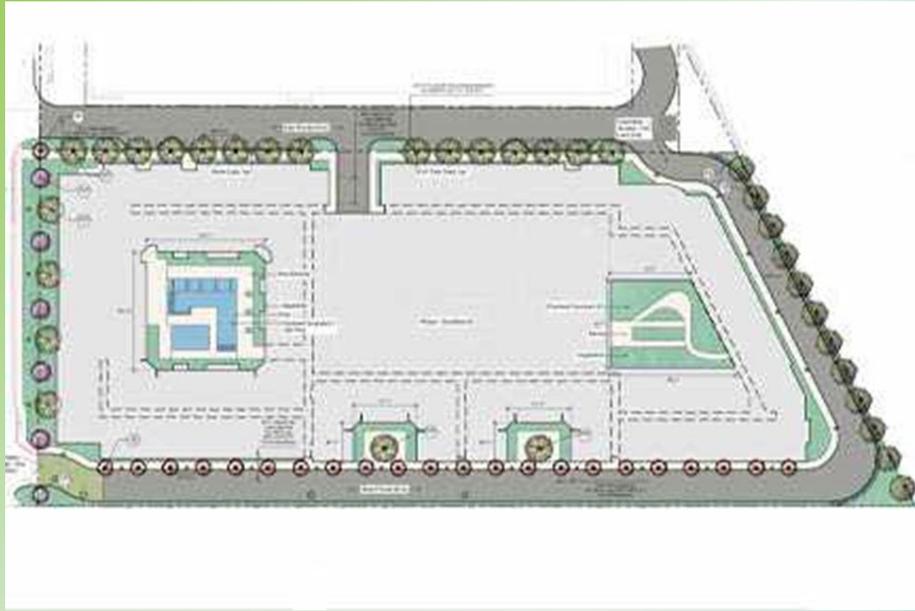


CITY OF
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Development Projects Under Construction

Farmers Branch Strategic Plan Meeting | February 8, 2024





Presidium Valley View

- Near Alpha/Valley View across from Doubletree Hotel
- 344 units under construction



Elm Branch Townhomes

- Former Chase bank building across from Marshalls BBQ
- Currently under construction



Goodland Townhomes

- Havenhurst and Goodland Street
- 25 Townhomes
- Under construction



Jett Street Pickleball

- Indoor and Outdoor Pickleball
- Under construction
- Denton Drive and Jett Street



Multisport Center

- Pike St and IH-35E Service Road
- Estimated Opening Dec. 2024
- Under construction
- City owned land
- Debt service paid by tenant, Dallas Stars



Presidium Denton Drive

- Mixed-Use Multifamily
- Pike St and Denton Dr
- Vertical will commence after roadway improvement project along Denton Dr and Pike St.



Wittington Townhomes

- Wittington and Chartwell Ct
- 69 townhomes for sale
- Under construction
- West Side adjacent park



The Station Townhomes

- Spring Valley Road
- Former FB Fire Station
- 19 townhomes for sale
- Under construction

Handling Future Development

- In the past, the City lacked a standard agreement for installing public infrastructure in proposed or planned developments.
- Implementing Three Way Contract mitigates financial risk to City and provides guarantee regarding material or workmanship for public infrastructure
- Introduces warranty provisions for public infrastructure
- Mandates developers to furnish securities for contractor payments
- Imposes requirements for maintenance bonds, performance bonds, payment bonds, and surety bonds on contractors





FARMERS
BRANCH

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM 2023-2024

Water, Wastewater, Stormwater and
Streets

CITY OF FARMERS BRANCH | February 8, 2024



UTILITY REHAB AND REPLACEMENT

Webb Chapel Water LBJ to Beltline \$3,910,000 to be designed 2024

FBOP Lift Station \$2,000,000 to be advertised February 2024

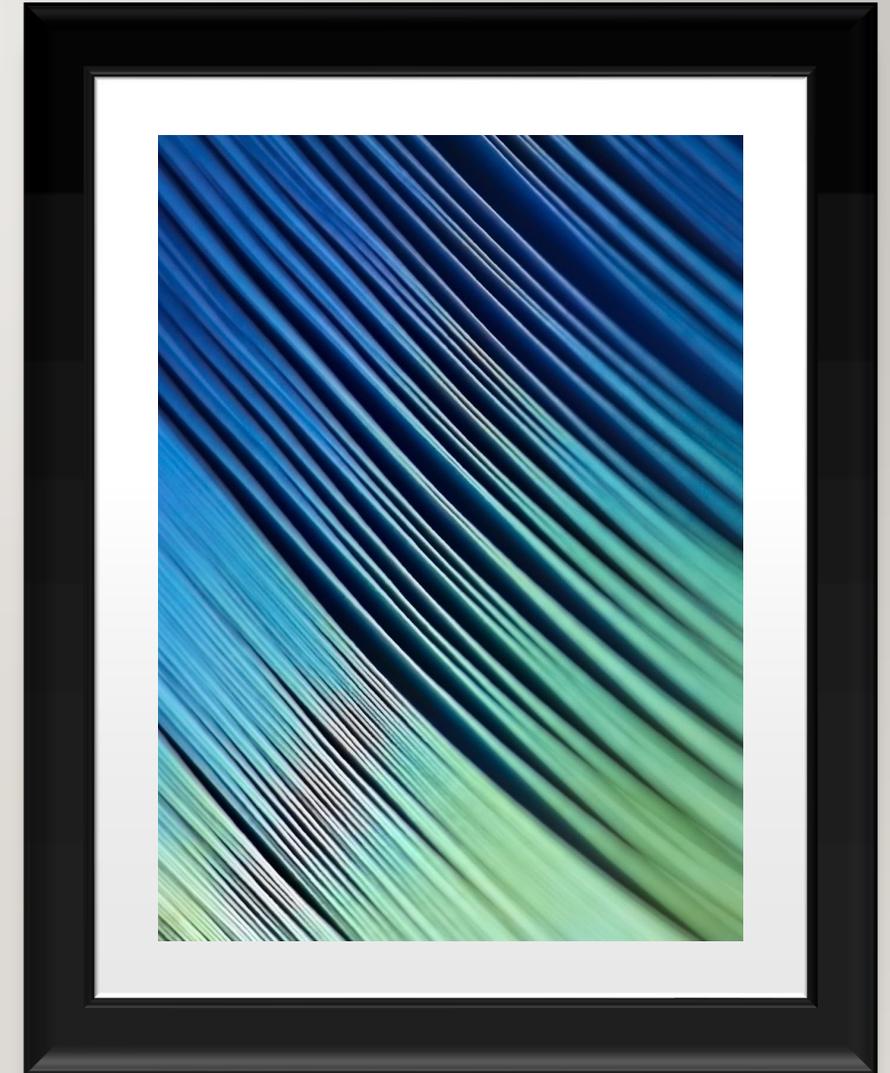
LCRR Inventory is approximately 95% complete

Cast Iron Water Main Replacement 13,200' ready to construct

Ford Road Water Main Replacement and Protection Design is 50% Complete

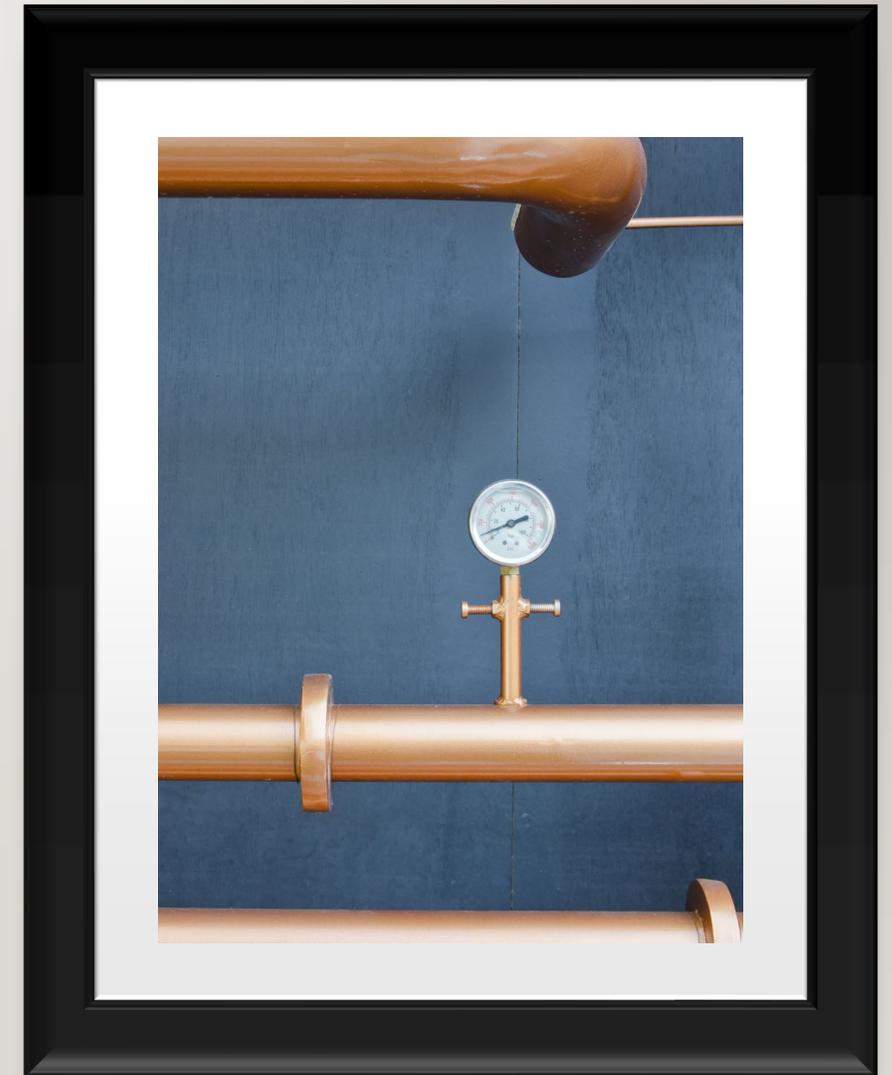
\$35M in Priority Projects

Approximately \$328M to Replace all Small Diameter (18" or smaller) Non-PVC Water and Sewer Lines



UTILITY REHAB AND REPLACEMENT

- 123 Miles of pre-1980 non-PVC Water Main
- Estimated Cost = \$200M
- Extended Replacement Program

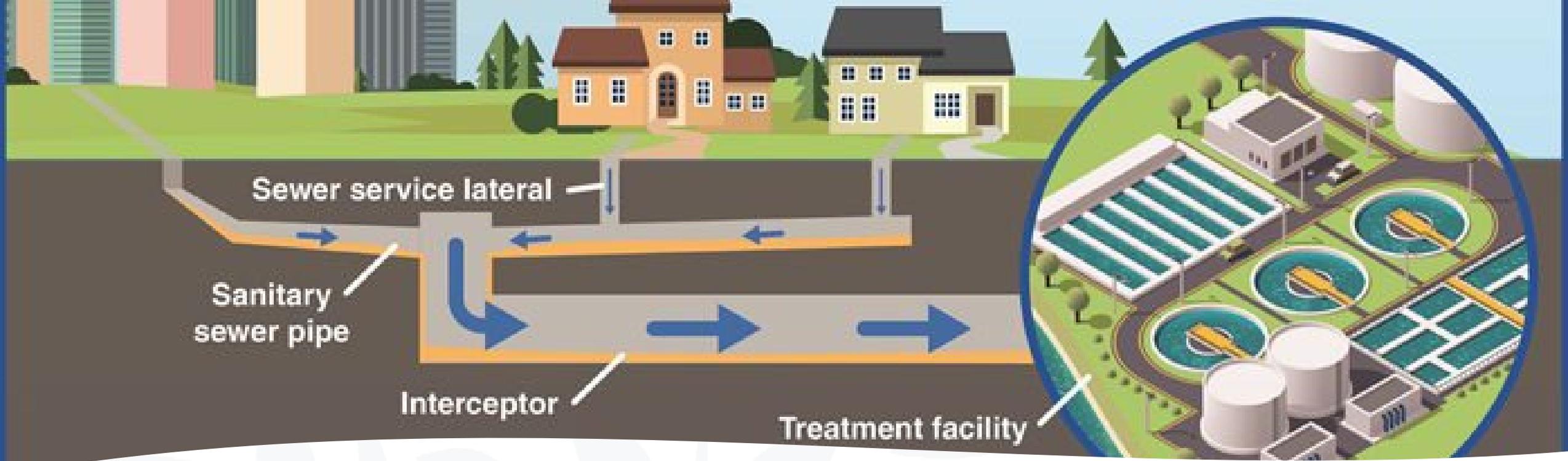


WATER MAIN PROJECTS IN BID PHASE

- Pyramid 995' C.I.WATER – RICHLAND TO RAWHIDE ESTIMATED COST \$273,625
- HEARTSIDE 1640' C.I.WATER – JOSEY TO RAWHIDE ESTIMATED COST \$451,000
- JANWOOD 1400' C.I.WATER – JOSEY TO RAWHIDE ESTIMATE COST \$385,000
- TOM FIELD SOUTH 2600' C.I.WATER – VALLEY VIEW TO FARMERS BRANCH LN ESTIMATED COST \$715,000
- TOTAL ESTIMATE FOR THIS CONTRACT \$1,824,625

UPCOMING WATER PROJECTS 2023- 2024

- GOODLAND PL 1400' C.I.WATER ESTIMATED COST \$385,000
- GOODLAND STREET 1000' C.I.WATER ESTIMATED COST \$275,000
- DENNIS – VALLEYVIEW TO RICHLAND 1938' C.I. WATER ESTIMATED COST \$532,950
- RICHLAND – DENNIS TO PYRAMID 1223' C.I.WATER ESTIMATED COST \$336,325
- TOM FIELD – RAWHIDE TO RICHLAND 992' C.I. WATER ESTIMATED COST \$272,800
- TOTAL ESTIMATE FOR THIS CONTRACT \$1,802,075



WASTEWATER: INFLOW AND INFILTRATION

- Capital Improvement Project Locations, *top eight projects ready to construct* -
 - **Estimated at \$2,429,075**
- 37,900' of additional wastewater projects identified on the CIP list –
 - **Estimated at \$10,450,000**
- Approx. 498,000 feet of non-pvc wastewater piping left in the city
 - **458,000 of which is clay tile**
- Estimated cost to replace remaining clay tile mains –
 - **\$128M**

STREETS AND TRAFFIC

- Ten-year project for re-lamping of 6 intersections per year
 - **Estimated at \$140,000/yr.**
- Traffic Signal Connectivity - Investigating grant opportunities for this project
 - **Estimated at \$1,000,000**
- Valley View from Denton Dr. to Nestle – multi-phase project funded through
 - **RTC \$1,400,000 grant and Street Revitalization CIP if need - RTC has moved this Project to 2025**
- Capital Improvement Project Locations – 6 street and sidewalk rehab projects identified for 2024-2025 –
 - **Estimated at \$2,300,000**

CURRENT STREETS AND TRAFFIC PROJECTS

- Pike St. and Denton Dr.- Design and Reconstruction of Utilities, Streets, Sidewalks and Trails - \$2,642,096
- Meadowport, Chellen Dr, Chellen Cir, Ford Rd, Montavle, Fieldale, Tom Field, and Amsterdam – Estimated Total \$2,300,000
- Traffic Re-lamping and Replacement Program – Estimated Cost \$140,000
- 6 Traffic Signal Cabinet Replacements – Final Year of this Program \$100,000

STORMWATER

- Reach 4 - (2963 Sunbeck, 2971 Sunbeck, 12407 Treeview, 12411 Treeview) – 90% Design Complete
- Valley View at Rawhide Bridge Culver Rehab – **Estimated Cost \$852,000**
- Marsh Lane Detention Study (FNI)
- Ford Rd (East of FB Creek Bridge) – 50 % Design Complete
 - **Estimated Cost \$350,000**
- Reach 2 (FB Creek @ Lost Valley) – 100% Design Complete
 - **Estimated Cost \$800,000**
- New Stormwater Permit due in 2024; State permit is in draft form
 - 5 year permit term
 - New requirements

SUSTAINABILITY: PEDESTRIAN CONNECTIVITY



- Westside Art Trail from Campion Trail to Mercer Parkway and from Emerald Street to Denton Drive – Congestion, Mitigation and Air Quality (CMAQ)

Funding Amount: \$4,545,725 - The City is using TDCs for the local match.

- Bee Street Sidewalk Expansion Completion: - Trail Bond Fund for design and construction:

\$460,700 (construction) and \$57,600 for design

- Valley View Lane/Mercer Parkway pedestrian crossing: Received Transportation Alternative Grant through NCTCOG for construction:

Construction Cost: \$750,000 Design: \$110,000

- Rawhide Greenbelt Replace Existing with 12' Trail from Webb Chapel to Longmeade

Construction Cost: \$650,000



QUESTIONS / DIRECTION



CITY OF
FARMERS BRANCH
TEXAS

PARKS AND RECREATION DEPARTMENT UPDATES

STRATEGIC PLANNING SESSION | CITY OF FARMERS BRANCH | FEBRUARY 08, 2024



MEDIAN AND RIGHTS OF WAY PHILOSOPHY



How do we want the medians and rights of way to look?



What does the approach need to be for addressing updates or changes to the medians and rights of way?

Address Main Thoroughfares

Valley View Lane, Valwood Parkway, Josey Lane, Webb Chapel Road, Marsh Lane.

Entrances to the City

Valley View Lane/I-35, Valwood Parkway/I-35, Josey Lane/635, Webb Chapel/635, Marsh/635, Midway/635.



THE BRANCH CONNECTION RENOVATION UPDATES

Phase 1

Improvements to the front portion of the building- lobby, lounge area, and fitness.

Phase 2

2-Ballroom, restrooms, and kitchen*

Demolition

Begins the week of February 12

Programming

Farmers Branch Community Recreation Center, Historical Park, Aquatics Center, and Manske Library.

**Future bond to fund Phase 2 renovations.*





VENUE 1842 CONSTRUCTION UPDATES

Completion anticipated in late March/early April 2024.

Staff is currently taking reservations.

Hiring of part-time staff, purchasing supplies, and plans for moving into the center are currently underway.

MERCER PARK UPDATES

Staff is working with Developer, American Centurion, on the construction of the park.

The developer anticipates park completion in May 2024.

Staff will be working with the developer on providing more timely updates and keeping residents and City Council apprised of park completion and opening.



SQUIRE PARK UPDATES

Conceptual master plan of the park area was drafted.

Staff will be working with the City Council on an estimated budget for the park in anticipation of possibly adding this project as an item for a future bond.

Conceptual plan contains a neighborhood splash pad, playground, pavilion, parking area, and basketball court.



SQUIRE PARK

CONCEPTUAL MASTER PLAN



LEGEND:

- A. SPLASH PAD
- B. BASKETBALL COURT
- C. PLAYGROUND
- D. PAVILION
- E. PARKING AREA (12)

Questions?





CITY OF
FARMERS BRANCH
TEXAS

TDEM Cooks Creek Grant Project Update

COUNCIL RETREAT & STRATEGIC PLANNING | February 8, 2024



Project Overview

City of Farmers Branch Floodway Mitigation Project

Agency: Texas Division of Emergency Management (TDEM) – a Federal Pass-through from Federal Emergency Management Agency (FEMA)

Grant Period: November 19, 2020 – November 18, 2023

Grant Amount: \$3,263,967.00

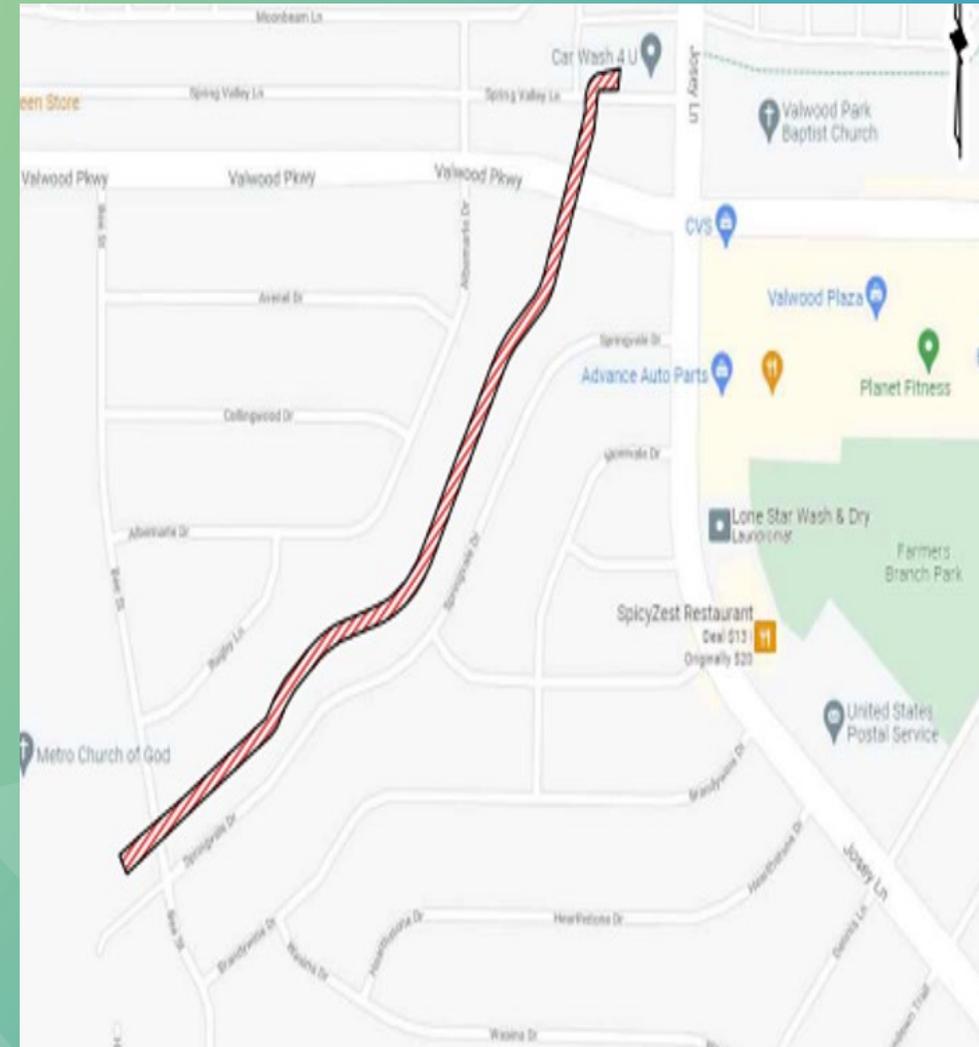
Federal Share: \$2,447,975.25

City Share: \$815,991.75

Project Scope of Work:

The proposed project is to perform the necessary engineering and construction work to design and construct a widened concrete channel for Cooks Branch.

Number of Residential Properties Impacted: 99





Dec. 28, 2020

Grant Award Date

**March 2021 to
Feb. 2023**

**City staff relied on
CohenReznick (consultant
hired by TDEM) for grant
compliance guidance.**

May 4, 2021

**Council approved contract to
O'Brien Engineering.**

Jan. 12, 2022

1st reimbursement request for design costs submitted.

July 14, 2022

2nd reimbursement request for design costs submitted.

Oct. 11, 2022

Council approved contract to Klutz Construction.

Feb. 2023

Horne LLP becomes consultant TDEM contracts with for grant compliance management.

May 24, 2023

3rd reimbursement request for construction submitted.

Oct. 16, 2023

90-day Project extension request submitted due to concrete supply delay.

Status: *Denied*

Nov. 18, 2023

Official grant project deadline.

Nov. 29, 2023

4th & 5th reimbursement requests for construction submitted.

Dec. 5, 2023

Horne LLP (TDEM consultant) requested documentation of two clauses in contracts with vendors.

Dec. 15, 2023

City staff submitted documentation for Horne LLP requests.

Jan. 2024

TDEM started closeout process and will forward to FEMA for review

Reimbursement Overview:

1st request: \$109,055 **PAID (\$81,791)**

2nd request: \$167,866 (design) **PENDING PAYMENT**

3rd request: \$1,753,118 (construction) **FEMA REVIEW**

4th request: \$1,239,111 (construction) **FEMA REVIEW**

5th request: \$199,178 (construction) **FEMA REVIEW**

Total \$3,468,327

Federal portion PENDING APPROVAL: \$2,240,285

Plan of Action:

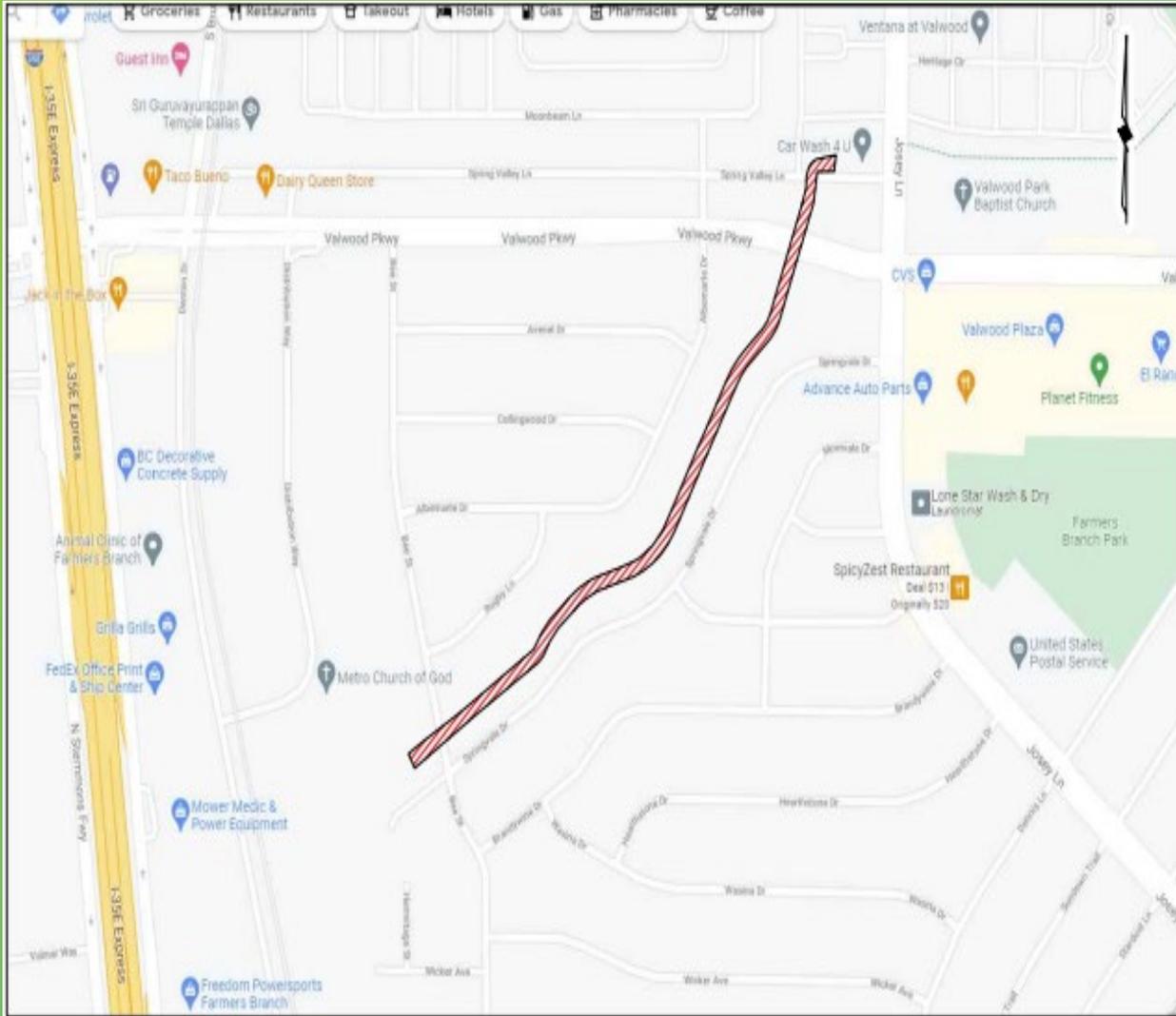
Awaiting assignment from TDEM to FEMA for review. If denied, will appeal through FEMA.



Questions?

COUNCIL RETREAT & STRATEGIC PLANNING | February 8, 2024







CITY OF
FARMERS BRANCH
TEXAS

Budget Timeline

FY 2024 - 2025

STRATEGIC PLANNING SESSION | FEBRUARY 8, 2024



BUDGET TIMELINE



Key Dates

- **February** – Strategic Planning Session to affirm City’s mission statement and strategy map with critical business outcomes (CBOs) to be used in preparation of 24-25 budget
- **March** – Directors’ Retreat; Review Annual Comprehensive Financial Report
- **April** – Midyear adjustments; Internal budget processes begin
- **May** – Executive Team Budget Reviews; Bond Election results
 - Study Session discussions of Debt, Fees, Fixed Assets, Capital Projects & Salaries/Benefits
- **July** –
 - 9th City Council Budget Retreat
 - 25th Dallas County certifies tax rolls;
 - 31st City Manager submits the proposed budget
- **August** – Reviews of the proposed budget and Council feedback; Public events to discuss the budget
- **September** – Budget and tax rate public hearings; Adopting the budget

Questions?

STRATEGIC PLANNING SESSION | FEBRUARY 8, 2024





CITY OF
FARMERS BRANCH
TEXAS

Code Enforcement

City Council Retreat | February 8, 2024



Customer Service Alignment Model Update



Knock & Greetings



Helpful Service



Education Opportunities



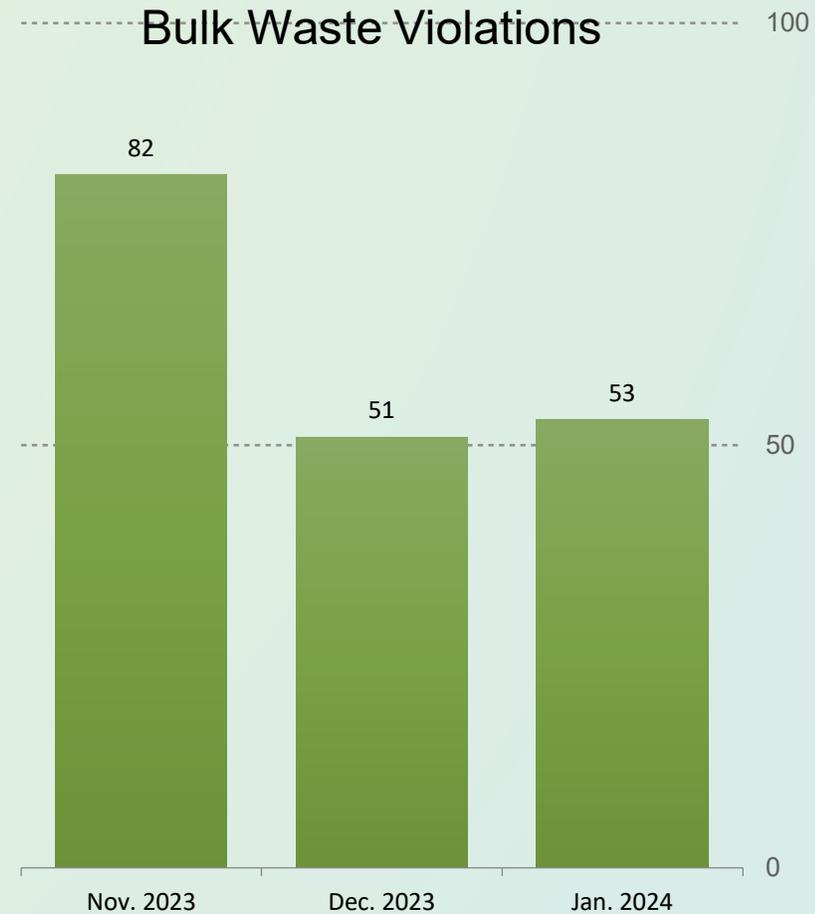
Bulk Waste Interaction



Outreach and Engagement

Improved Compliance

Since Nov. 2023, with the implementation of the Customer Service Alignment Model and an education-first focus, staff have noted the following decrease in bulk waste violations:



Code Care Program



Background

- Low utilization of Minor Home Repair Program
- Complaints received on many properties in which residing residents have physical or financial challenges
- Existing and new community partnerships through outreach



Objectives

- Ensure community well-being and safety
- Assist residents in need
- Build relationships and collaboration that enhances the quality of life and beauty for Farmers Branch residents

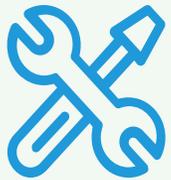


Implementation

- Explore and build upon existing opportunities for partnership
- Outreach, network, and create new partnerships within the community
- Review and report on Code Care projects



Code Ordinance Updates



Home
Occupation



Large
Vehicle
Parking



Notice
Requirements



Minimum
Property
Standards



Future of Code Enforcement

**Lead with
Culture
and Values**

**Grow and Build
Relationships**

**Voluntary
Compliance**

**Educate and
Empower**



Questions?

City Council Retreat | February 8, 2024



Guiding Values

City in Park (*invest in parks and make accessible to all*)

Connected City (*motorized and non-motorized to parks/services*)

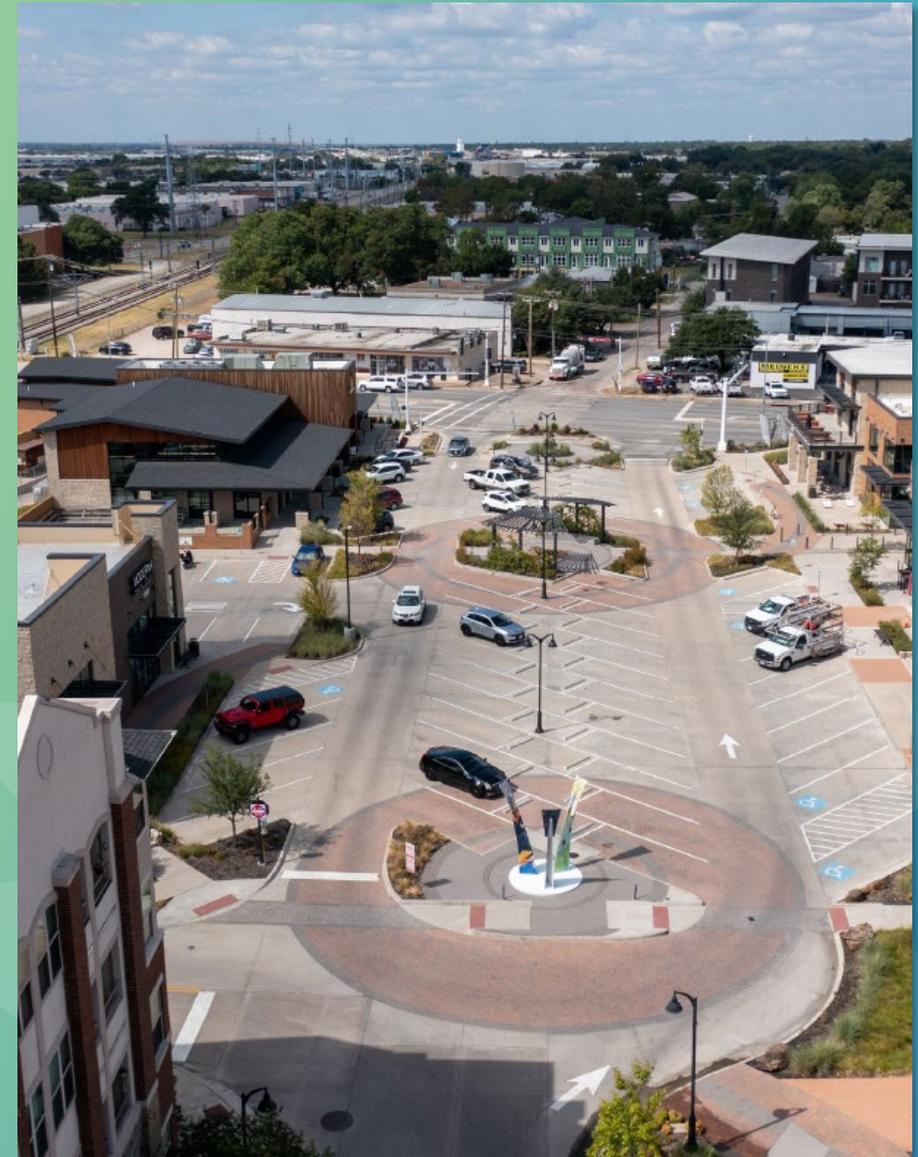
Housing for All (*residents, workers, aging individuals, and families*)

Business-Friendly Environment (*established and new businesses*)

High-Quality Redevelopment (*enhance the city's character*)

Strength in Diversity (*welcoming community with events, businesses, places to gather and places to live*)

Local Shopping and Dining (*provide more options*)



Decision-Making Framework

Guiding Value	Does this action...	Measurables
<p>Farmers Branch is the City in a Park. We continue to invest in our parks, strengthening them so that they serve our diverse community and are accessible to all.</p>	<p>Create more park space in underserved areas? Improve or maintain existing parks and trails? Make parks more accessible via walking or biking? Include amenities geared toward a wider population demographic (i.e. older people, non-white populations, the disability population)</p>	<p>Public funds allocated for park improvements, new parks or trails. Level of service statistics for parks in relation to City population. Parks attendance and use data.</p>
<p>Our city is connected. We enhance our motorized and non-motorized connections so that people from all neighborhoods, using all modes of transportation, can access the city's amazing parks, trails, shopping, dining and services.</p>	<p>Fill a gap in the transportation network? Increase access to public transit? Allow for the movement of people and goods using a variety of transportation modes? Increase the safety of our transportation system?</p>	<p>Trends in the walkability score of the City. Vehicle-pedestrian/bike crash rates. Number of transit stops and frequency of routes. Connected bike routes to key destinations in the City. Number of kids walking or biking to school within defined "walk zones". Number of schools reached by a safe walking and biking route.</p>

Connections to Guiding Values

	City In a Park	Connected	Housing Options	Great Place to do Business	Redevelopment	Diversity	Shopping and Dining
Housing							
Demo Rebuild Program			●		●		
Community Land Trust			●			●	
Missing Middle Housing			●		●	●	
Home Rehab and Repair			●			●	
Regulatory Processes			●		●		
Economic Development and Redevelopment							
Entrepreneurship and Innovation				●			
Industrial Rehabilitation							●
Catalyst Site Development	●			●	●		
Catalyst Site Public Realm			●	●	●		●
Regulatory Processes							
Mobility							
Livable street retrofits		●			●		●
Neighborhood safety improvement program		●					
Safe Streets campaigns	●	●					
Trail and greenway Investments		●					
Sidewalk gap infill		●			●		●

Actions and Funding

Connect Residents to Jobs and Amenities		
<p>Subject Areas </p> <p>Land Use, Mobility, Economic Development and Redevelopment</p>	<p>Description: </p> <p>Evaluate and prioritize improvements that will increase connectivity within and between neighborhoods, parks and trails, and mixed use centers. This strategy is closely aligned with and may overlap with other mobility-related strategies such as the Trail and Greenway Priority Investments. Where that specific recommendation's trail connections align with the connections of this strategy, this should take a focus on identifying supporting routes and connections.</p>	<p>Primary Responsibility: </p> <ul style="list-style-type: none"> • Planning & Zoning and Public Works department
<p>Action Steps:</p> <ul style="list-style-type: none"> • Identify opportunities for non-motorized connections between neighborhoods and new/redeveloped mixed-use areas. • Allocate CIP funds to priority connections 		<p>Timeline: </p> <ul style="list-style-type: none"> • Short-term (overlapping with Trails Master Plan work) • Short-term
<p>City Partners: </p> <ul style="list-style-type: none"> • Parks and Recreation Department 	<p>Resources Needed: </p> <ul style="list-style-type: none"> • Staff resources for prioritization of process; • Capital improvement funds for design and construction of projects that are not likely to be completed through private development. 	<p>Funding Sources: </p> <ul style="list-style-type: none"> • City General Fund, TIRZ funds

Next Steps

Prioritize “Strategies” *(Council to prioritize and discuss)*

Align with “Guiding Values” *(review to align with budget)*

Broad Reporting Goals *(provide regular reports to Council)*

Detailed Reporting Framework *(timeframes, costs, project vs. program details, responsible entities, challenges/constraints)*

Facilitate Discussion *(dedicated meeting for Council to discuss and prioritize action plans)*

Clarity on Implementation *(emphasize clarity on ongoing and planned action items)*

Essential for informed decision-making by Council as key stakeholders.



SITE PLAN and Specific Use Permit (SUP) Expiration Process

CZO standards

- SUP ORDINANCE expires if building permit or certificate of occupancy is not obtained within 6 months of approval.
- No expiration requirements EXIST for site plans.

Exceptions

- SUP may have A different expiration if defined in the ordinance (12 month, 5 year, etc.)
- Pd DISTRICTS may have different site plan expiration requirements IF DEFINED in the ordinance.
- Otherwise requirements default to the CZO.

Proposed Updates

- Maintain SUP expiration in CZO.
- Introduce expiration in the czo for SITE plans.
- Would not apply to Pd districts with specified site plan expirations.



FARMERS
BRANCH

HUMAN
RESOURCES



CITY COUNCIL RETREAT

YOKO MATSUMOTO | DIRECTOR

FEBRUARY 8, 2024

ENHANCED CUSTOMER SERVICE

ENHANCED CUSTOMER SERVICE



CITY HALL HOURS OF OPERATION

PRIOR TO AUGUST 14, 2023

DAY	TIME	HOURS
MON	8 AM - 6 PM	10
TUE	8 AM - 6 PM	10
WED	8 AM - 6 PM	10
THU	8 AM - 6 PM	10
FRI	8 AM - 5 PM	9
Total hours per week		49

AFTER AUGUST 14, 2023

DAY	TIME	HOURS
MON	7:30 AM - 6 PM	10.5
TUE	7:30 AM - 6 PM	10.5
WED	7:30 AM - 6 PM	10.5
THU	7:30 AM - 6 PM	10.5
FRI	7:30 AM - 6 PM	10.5
Total hours per week		52.5

ENHANCED EMPLOYEE BENEFIT

ENHANCED EMPLOYEE BENEFIT



EMPLOYEE WORK SCHEDULE

PRIOR TO AUGUST 14, 2023

9/80	
MON - THUR	9 hours
FRIDAY	8 hours
LUNCH	1 hour
DAY OFF	Every other Friday or Monday

AFTER AUGUST 14, 2023

4/10	
MON - THUR	10 hours
FRIDAY	Day Off
LUNCH	30 minutes

OR

4/10	
MONDAY	Day Off
TUES - FRI	10 hours
LUNCH	30 minutes

EMPLOYEE SURVEY

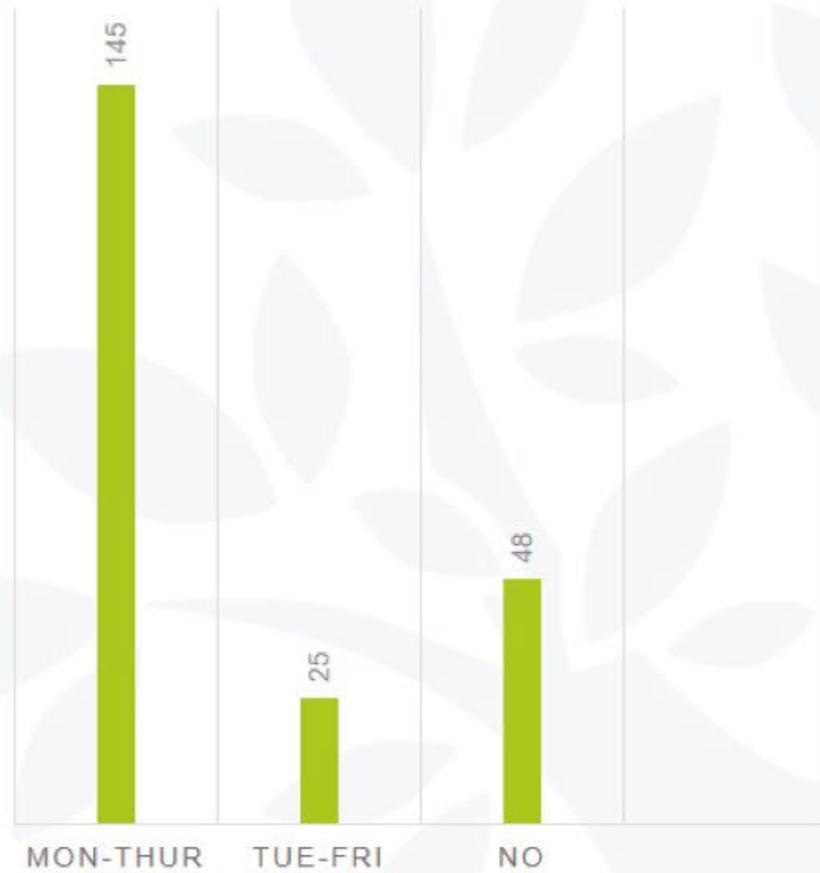
RESPONDENTS

Do you currently work a
4/10 schedule?

Exempt vs. Non-Exempt

RESPONDENTS

Do you currently work a 4/10 schedule?



Exempt vs. Non-Exempt



IMPACT

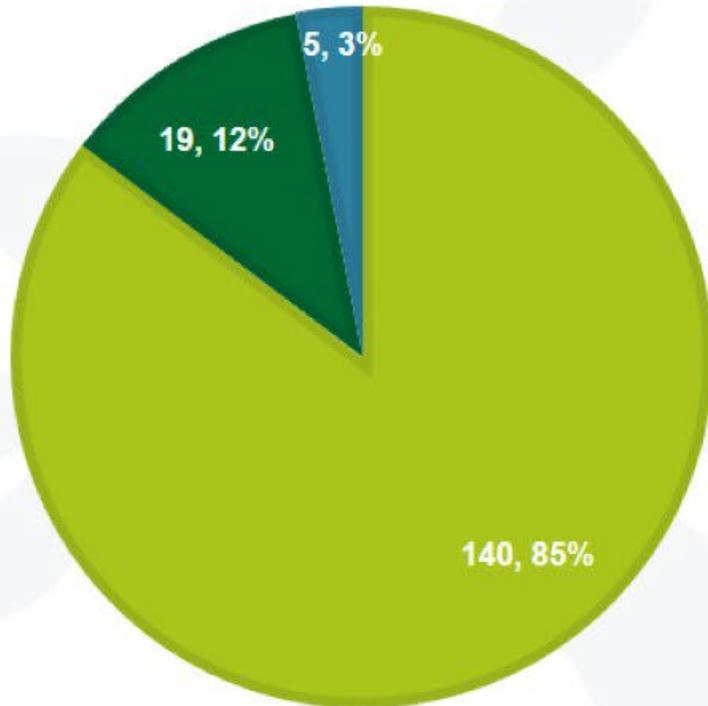
How has the 4/10 work schedule impacted your work/life balance in the last 4 months since implementation?

How do you feel the 4/10 schedule has influenced your work productivity?

IMPACT

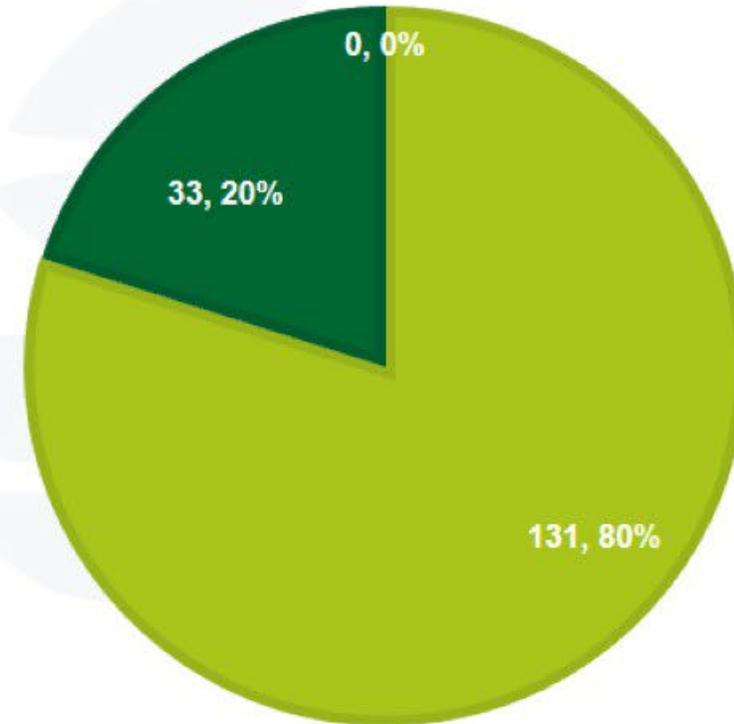
How has the 4/10 work schedule impacted your work/life balance in the last 4 months since implementation?

■ Positive ■ No Significant ■ Negative



How do you feel the 4/10 schedule has influenced your work productivity?

■ Positive ■ No Significant ■ Negative



A decorative graphic on the left side of the slide, featuring a dark blue background with a pattern of stylized, light blue leaves and branches. The leaves are simple, elongated shapes with pointed tips, arranged in a natural, branching pattern.

THANK YOU

STRATEGIC PLANNING SESSION NOTES

Councilmembers in Attendance: Mayor Terry Lynne, Deputy Mayor Pro Tem Omar Roman (*arrived at 9:15 am*), Councilwoman Tina Bennett-Burton, Councilmember David Merritt, Councilmember Martin Baird (*arrived at 9:19 am*)

The meeting was called to order at 9:20 a.m.

Critical Business Outcomes

The meeting was facilitated by Troy Riggs. Mr. Riggs began the meeting by advising the Council to keep the below in mind while considering the Critical Business Outcomes:

- Clear communication with public.
- Maintaining care for employees (high quality assets).
- Importance of focusing on arts and culture.
- Importance of buying land for the city.
- Community engagement and community programs. "Engagement is a long-term relationship."

Public Safety

48/96 Schedule

Fire Chief Daniel Latimer and Assistant Fire Chief Shannon Langford presented on this topic.

Councilman Merritt

- Asked how the shift schedules would be adjusted to accommodate the 48/96 and suggested a chart in the slideshow showing this might have been helpful.
- Opined it would be an attractive amenity to potential new hires.
- Verified the coverage for the city does not change.

Councilwoman Bennett

- Likes the idea of adding the timers in the rooms and noted that is significant for their mental health.

Councilman Roman

- Asked if all employees will be eligible for the shift, including administration and new hires.
- Asked if there are cons for the 48/96 schedule (Latimer responded the only con is the potential for chiefs to go a long period of time without seeing each other.)

Ben Williamson

- Asked how many of the quad cities have this schedule. Chief Latimer advised none do.
- Asked if the number of applicants increased after the announcement of the schedule change. Chief Latimer advised there was a significant increase.
- Asked if gathered research has been shared with neighboring cities. Chief Latimer advised they are freely sharing information with interested cities.

Mayor Lynne

- Asked if there has been a study done regarding the state of well-being on working 48 hours straight. Chief Latimer explained that even with the 48 hours, personnel would be switched out during and after events and Chiefs will use their discretion to avoid fatigue.

Branch Brigade Edutainment Program

Assistant Fire Chief Tim Dedear presented on this topic.

David Merritt

- asked if the Branch Brigade will work outside of normal operation hours. Assistant Chief Dedear explained that at times it would be overtime for some staff.

Mayor Lynne

- asked if the Brigade will be on shift during performances. Assistant Chief Dedear explained that they may or may not be on shift.

Public Safety Mental Wellness Program

Emergency Management Coordinator (EMC) Luke Parten and Assistant Fire Chief Shannon Langford presented.

Councilwoman Bennett

- asked how receptive are employees to utilizing the counseling services. EMC Langford advised they are receptive.
- asked about ease of access for counseling for spouses and children and if the cost is not covered 100% if that delays care. EMC Langford advised it could possibly, but that costs are generally greatly reduced.

Councilman Merritt

- commented on the importance of having these types of resources for personnel.

Councilman Roman

- asked how the team is measuring the success of the counseling services and suggested that it needs to be tracked. EMC Langford and Chief Latimer explained the difficulties of tracking the success due to the confidentiality of the program.

Mayor Lynne

- asked if there has been any feedback about the services being offered. EMC Langford advised it has all been positive and it is a good change because those services were not available in the past.

Councilwoman Burton

- asked if there are any gaps in care. Chief Latimer advised not at this time.

Chief Latimer advised he uses divorce rates and sick time uses to measure success, and keeps good relationships with personnel so that they can be checked on.

Assistant Police Chief Jay Seigel advised from police perspective that the services are effective, and that anonymity is important for personnel to buy into the program. Voluntary feedback given by officers has been positive.

Police Department Presentation

Police Chief Kevin McCoy presented.

Councilman Merritt

- commented on giving the “No Solicitation” signs to the public, suggesting that it needs to be emphasized that certain points do not apply to the ordinance, such as solicitation for political reasons or church advertisements.
- commented on the importance of having a wholistic approach to signs including radar and speed signs.
- likes the direction the social media presence is going.
- thinks the model for the Mandatory Crime Reduction Program is prudent and a good starting point.
- asked if there could be a possibility for using a “green, yellow, red” system warning apartments that they are getting close to being in the program.

Councilwoman Burton

- asked our current population and how that affects the amount of police personnel. Chief McCoy explained the amount of staff is based off of calls for service and the balance of time when officers are on calls versus off of calls, with a goal of keeping the on-call time at 50%.

Mayor Lynne

- asked on crime reduction program if there could be more discussion on what qualifies an apartment for the program, and that on new complexes there are new building standards to help address the issues.

Ben Williamson

- will bring qualifications for apartments entering the program forward quickly so that a solution can begin being implemented.

Councilwoman Burton

- commented that the Police are doing everything they can, and perhaps well-lit streets and things of that nature could help.

Mayor Lynne

- commented the priority is slowing traffic down.

Development Projects

Business Development Specialist Chris Webb presented.

Mayor Lynne

- explained a multi-family property near Dallas Medical Center was sold to Market Space Development, who was undercapitalized. Vendors were not getting paid and they started filing liens. The property is posted for foreclosure in March. Market Space is declaring bankruptcy. Dallas Medical Center implicated even though not directly involved. Shane Davis explained that the city will be looking at getting a contractor in place that can make public improvements on this project in terms of plumbing.

Councilman Roman

- asked if for Mercer Park if the land has been deeded over. Chris Webb advised there are some improvements that need to be made for that to happen. Roman asked the timeline. Chris Webb advised he will get that information.
- asked how long after obtaining the land will construction begin. Chris Webb will gather that information.
- asked if Elm Branch Town Homes are they going to be sold or rented. Chris Webb advised they will be for sale. Councilwoman Burton corrected that they will be rented. Mayor Lynne advised this needs to be looked at because developers need to be required to stick to what they tell Council when they get approval.
- asked about the progress on Mercer Park. Parks Director Rob Diaz advised that he is working with the developer on some of the improvement items and the timeline and that there are funds committed to the city portion of the park. Councilman Roman asked if the funds are sufficient as they stand. Rob Diaz responded that the work has not gone to bid yet, so it is unknown at this time.

Councilman Merritt

- commented that going forward this needs to be more procedural, making sure all checks and balances of contracts are done before we move out of Economic Development and Planning stages. Asked for a work-flow to be put in place.

Public Infrastructure

Deputy Director of Public Works Shane Davis and City Engineer Danielle Rix presented.

Councilman Merritt

- commented on high price tags of some of the infrastructure priorities and commended staff for embedding some of these into the CIP fund. Suggested looking at the budget going forward to budget for these items in large chunks. Commented there may be a larger bond discussion needed in the near future.
- commented on the water detention issue on Marsh Lane and requested more communication from the Drainage Committee.

Councilwoman Bennett

- commented on the need for a plan on complying with the LCRR and coming up with the funds in the 10-year allowed time period.

Mayor Lynne

- asked if making trails 12' wide is mandatory.
- wants to see a comprehensive priority list to include all infrastructure needs (water, streets, stormwater) with dollar amounts and a predicted timeframe, in a format that can be understood by the public so that elected officials can share that information.

Parks

Parks Director Rob Diaz presented.

Medians

Mayor Lynne

- believes medians are a priority, and that native and drought resistant plants need to be brought in to spruce up entrances to the city and along main thoroughfares.

Councilwoman Bennett

- commented the medians need to look congruent throughout the city and that when the ivy is scalped it looks awful.

Councilman Merritt

- commented that city entry points and medians throughout the city are important and need to be addressed in a cost-effective manner.

Councilman Baird

- commented that the cost of caring for the medians is already half of 1% of the total budget and does not agree with spending a lot of money on the medians.

Mayor Lynne

- asked about two strips of grass expanse at Marsh and 635 between a stone wall that borders the homes and the road, and commented he would like to see crepe myrtles put in there. Mentioned the possibility of having a "Donate a Tree" program in the City.
- Commented on the tree needing to have a color pallet.

Branch Connection

No comments from Council.

Mercer Park

Mayor Lynne

- suggested Councilman Roman meet with neighbors in the area to get input on the park. Suggested speaking with property owners to the south east of the top portion of the park to look into possibly obtaining the property.

Councilman Merritt

- asked if there is already \$1 million budgeted for the park. Rob Diaz explained a portion of it only is budgeted.

Finance

Finance Director Tammy Zimmerman gave the presentation.

Grants

Councilwoman Bennett

- asked if the electric vehicle grant is going to continue. Shane Davis advised that it will not.

Councilman Merritt

- commented that going forward would like to see grant charting to show the opportunities and to understand where we are in terms of grants, including matching amounts, current status of the project, and the stipulations of the grant.

Mayor Lynne

- suggested looking through grants to find opportunities for funding Public Works Projects.

TDEM Cooks Creek Grant Project Update

Mayor Lynne

- commented that a well-developed synopsis is needed for discussions with state legislators if the grant appeal is denied.
- would take Tammy and Ben with him for discussions with legislators.

Councilman Merritt

- requested staff have a conversation about attorneys regarding going over contract clauses so that this does not happen again.

Budget Timeline

No comments from Council.

Code Enforcement

Assistant City Manager Jennifer Rainey gave the presentation.

Councilman Roman

- asked about making potential changes to large vehicle parking. Jennifer clarified that it is for large box vehicles in residential areas.
- asked about Minor Home Repair Program. Ben explained a contractor is being sought for this program and that it has not been heavily marketed due to this.

Mayor Lynne

- Commented Builders of Hope may be able to help with Minor Home Repair Program.
- Commented home-based businesses are a problem and further discussion is needed.
- Commented parking for boats/campers/RVs are also a problem that need to be addressed.
- Suggested changing Code Enforcement to Code Compliance.

Planning

Lead Planners Sara Bergman and Lily Sutton presented.

Mayor Lynne

- Commented that landscaping requirements do not need to be overly restrictive.
- Commented that housing revitalization and the Demo/Rebuild program need to be discussed with a full Council.

Councilman Merritt

- Also suggested having further discussion on middle housing and other housing needs.
- Requested a joint meeting with Planning and Zoning and Economic Development regarding these issues.
- Requested a reporting method on projects so that Council is kept up to date and information can be shared with the public.

Site Plan and Specific Use Permit Expiration Process

Lead Planner Lily Sutton presented.

Councilman Merritt

- Advised he is in agreement with expiration dates for site plans but that there needs to be discussion with the developer and an opportunity to resubmit plan if expiration occurs.

Mayor Lynne

- Suggested having a three-year window for completion of project.

4-10's

Human Resources Director Yoko Matsumoto presented.

Councilman Roman

- Commented on residents complaining that the City is not answering phones. Advised he personally went to the Fire Department and Police Departments on a Friday and offices were closed. Spoke on coming to City Hall on a Friday and finding no one to speak with. Also commented that a group of employees left during the week at 3 or 4 in the afternoon.
- Commented on having a proactive versus reactive approach to issues.

Councilwoman Bennett

- asked if there is an increase of usage of residents during the new hours the City is open. Yoko Matsumoto advised that will be tracked once the renovation is complete.
- Asked about overtime hours being taken at home to enhance quality of life for employees.

Ben Williamson

- Would like to bring back information in 6 months so there is a full year of data. Council agreed.

Critical Business Outcomes

CBO1 – Ensure strategic planning alignment to current status of City and mission/value

Ben Williamson

- Commented that this has been achieved, suggested it be removed.

Councilman Merritt

- Opined to keep the CBO as it is a framework, and there is an opportunity to use it to connect all projects, planning and reporting.

Councilman Roman

- Stated he would like to keep the CBO.

Councilwoman Bennett

- Stated she would like to keep the CBO

Mayor Lynne

- Opined this should always be at the top of everyone's mind.

Councilman Merritt

- Suggested the CBO be enhanced.

CBO2 – Improve access to responsible and diverse housing

Councilwoman Burton

- Suggested to keep the CBO and focus on middle housing

CBO3 – Plan for, build, and maintain high quality assets

Councilman Merritt & Councilwoman Bennett

- Suggested having parks and infrastructure incorporated in this CBO, or having structures under this CBO and infrastructure being it's own CBO.
- Councilman Merritt suggested that Joya was built on a park that was already in existence, thus meeting the goal of improving the public asset.

Mayor Lynne

- Suggested the need to assess current assets before new ones are considered.
- Suggested further conversation on addressing the condition of parks.

CBO4 – Support the evolution of the arts, culture and recreation in Farmers Branch

Councilman Roman

- Suggested to add entertainment. Councilwoman Burton agreed.

CBO5 – Strategically identify and acquire property to further the goals of the City

Councilman Roman

- Suggested to keep as CBO number 5 only if it specifies commercial property

Councilman Merritt

- Suggested adding language related to implementing the Comprehensive Plan, as it talks about all of the issue of housing and acquiring properties.

Mayor Lynne

- Advised further discussion is required with a full Council.

CBO6 – Improve overall and targeted community engagement

Mayor Lynne

- suggested to add communication.

Meeting adjourned at 3:53 p.m.