



City of Farmers Branch Action Meeting Minutes City Council

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

Tuesday, October 21, 2025

6:00 PM

Council Chambers

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, Councilmember Omar Roman (via Zoom), Councilmember David Reid, Councilmember Elizabeth Villafranca

City Staff Present: City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, Director of Administrative Services Stacy Henderson, City Secretary/Deputy Director of Administrative Services Erin Flores, City Attorney Whitt Wyatt, Director of Public Works Ray Silva-Reyes, Director of Finance Jay Patel, Deputy Director of Planning and Zoning Sam Chavez, Deputy Director of Economic Development Darren Harris, Assistant Police Chief Jay Siegel, Fire Chief Daniel Latimer, Director of Innovation and Technology Joey Brock, and other City staff

CALL TO ORDER - STUDY SESSION (4:00 P.M.)

Mayor Lynne called the meeting to order at 4:00 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.

Council requested the following items be moved to the Regular Agenda:

- Councilmember Villafranca requested Item J.7 regarding City-owned lots to be sold to the Farmers Branch Local Government Corporation be moved to the Regular Agenda.
- Mayor Lynne requested Item C.6 regarding the City Council Travel and Reimbursement Policy be moved to the Regular Agenda.
- Councilmember Reid requested Item J.3 regarding the annual update for Mercer Crossing Public Improvement District be moved to the Regular Agenda.

C.2 Provide an update on the City's current grants and grant opportunities.

Grant Coordinator Addison Holmes gave a presentation on the following:

- The priorities of the Grant Coordinator position
- The existing grants awarded to the City and their status
- The grants pending award to the City

Council requested the following:

- Quarter reports on grants (Deputy Mayor Pro Tem Neal)

C.3 Receive an update on the Sister City Program.

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

- The background of the Sister City Program
- The estimated cost of travel and attendance for each Councilmember
- The criteria for choosing a Sister City
- The details of expanding the program to other cities
- The commonalities with current and potential Sister Cities
- The next steps of picking a Council Liaison and approving which city to visit

Council requested the following:

- Cost analysis for adding other cities to the program (Mayor Pro Tem Bennett-Burton, Deputy Mayor Pro Tem Neal)
- More social media posts be released regarding existing Sister Cities and expand the program to a city in South Korea and Mexico (Councilmember Villafranca)
- The relationship with the existing Sister Cities be reestablished (Deputy Mayor Pro Tem Neal)
- Information on how the Sister City program benefits Farmers Branch, staff contact Representatives Julie Johnson and Beth Van Duyne on how they can assist with the program, and research be performed on cities in Taiwan for the Sister City program (Mayor Lynne)

C.4 Discuss an amendment to the Code of Ordinances related to parking regulations for oversized vehicles in residential areas.

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

- The objective for creating an ordinance regarding parking regulations for oversized vehicles in residential areas
- An overview of the current ordinance and the proposed ordinance
- The communication plan if the proposed ordinance is approved

The Council requested the following:

- Review how the Code Enforcement Department can address the parking issues without a new ordinance (Mayor Pro Tem Bennett-Burton, Councilmember Neal, Councilmember Reid)
- Continue the discussion once the survey is closed and the task force has its final meeting (Mayor Lynne and Councilmember Villafranca)

Mayor Lynne convened in Executive Session at 5:02 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 – the 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 551.071 of the Texas Government Code, Consultation with Attorney, to seek legal advice regarding matters related to sales and use tax reallocation and repayment to the Texas Comptroller of Public Accounts.**
- D.3 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.017.**
- D.4 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.020.**
- D.5 The City Council will convene into a closed Executive Session pursuant to Section 551.074 of the Texas Government Code, Personnel, to review, discuss, and evaluate the City's legal representation.**
- D.6 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 presented during this meeting.

ITEMS OF COMMUNITY INTEREST

Public Information Officer Christian Grisales presented items of community interest.

CITIZEN COMMENTS

Enzo Lamb, Valwood Parkway, Farmers Branch, spoke on concerns regarding speeding cars in Farmers Branch.

CONSENT AGENDA

- J.1 Consider approving the following City Council meeting minutes; and take appropriate action.**
- **October 8, 2025, City Council Meeting**

- J.2 Consider excusing the absence of Councilmember Omar Roman from the Study Session and Regular Agenda portions of the City Council meeting held on October 8, 2025; and take appropriate action.
- ~~J.3 Consider adopting Ordinance No. 3961 approving an annual update of the service and assessment plan and assessment roll for Mercer Crossing Public Improvement District pursuant to Chapter 372 of the Texas Local Government Code; and take appropriate action.~~
(Moved to Regular Agenda Item L.6)
- J.4 Consider approving Resolution No. 2025-771 approving an Interlocal Agreement for coordinated health services with Dallas County Health and Human Services; and take appropriate action.
- J.5 Consider approving Resolution No. 2025-190 authorizing an amendment to the City's 2023 agreement with Axon Enterprises, Inc. to purchase in-car audio/video recording equipment, body-worn cameras, and tasers for the Police Department, in an amount not to exceed \$567,174; and take appropriate action.
- J.6 Consider approving Resolution No. 2025-197 authorizing the City Manager to execute an Economic Development Incentive Agreement with Foundry Commercial Acquisitions, LLC; and take appropriate action.
- ~~J.7 Consider approving Resolution No. 2025-207 authorizing the City Manager to negotiate and execute agreements for the sale of certain City owned lots to the Farmers Branch Local Government Corporation, for resale to Stonewood Investments, Inc.; and take appropriate action.~~ *(Moved to Regular Agenda Item L.4)*
- J.8 Consider approving Resolution No. 2025-199 authorizing the execution of a Residential Demolition/Rebuild Program incentive agreement for a seven (7) year property tax rebate for the property located at 3131 Palmdale Circle; and take appropriate action.
- J.9 Consider approving Resolution No. 2025-191 reaffirming authorization to enter into a Master Professional Services Agreement and approval of Work Authorization No. 1 with Gradient Leadership Solutions, LLC, not to exceed \$90,000, for financial year-end audit preparation and consulting services; and take appropriate action.
- J.10 Consider approving Resolution No. 2025-168 authorizing the City Manager to negotiate, execute, and amend a three-year agreement for the renewal of maintenance and support for the City's data backup and Information Technology disaster recovery system with annual payments not to exceed \$102,000; and take appropriate action.
- J.11 Consider approving Resolution No. 2025-171 authorizing the City Manager to negotiate, execute, and amend a three-year agreement for the renewal of maintenance and support for the City's cybersecurity monitoring and vulnerability management system, with annual payments not to exceed \$88,000 per year; and take appropriate action.
- J.12 Consider approving Resolution No. 2025-184 accepting the bid and awarding an annual unit price contract for utility materials with Ferguson Waterworks; and take appropriate action.

- J.13 Consider approving Resolution No. 2025-187 denying Oncor Electric Delivery Company LLC's application to change rates within the City of Farmers Branch; and take appropriate action.**
- J.14 Consider approving Resolution No. 2025-189 authorizing the City Manager to execute a contract with Weaver Consultants Group, LLC, for a professional services agreement for the engineering of the Phase H landfill gas collection system expansion at Camelot Landfill in the amount of \$220,408; and take appropriate action.**

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

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

Absent: Councilmember Roman

PUBLIC HEARING

There were no public hearings during this meeting.

REGULAR AGENDA ITEMS

- L.6/J.3 Consider adopting Ordinance No. 3961, approving an annual update of the service and assessment plan and assessment roll for Mercer Crossing Public Improvement District pursuant to Chapter 372 of the Texas Local Government Code; and take appropriate action.**

Director of Finance Jay Patel gave a presentation on the background of the Mercer Crossing Public Improvement District.

MuniCap, Inc. Vice President Mark Pfirman gave a presentation on the following:

- An update on the Annual Service and Assessment Plan.
- An overview of the completed authorized improvements.
- A review of the annual budget and the annual installments.

A motion was made by Councilmember Reid, seconded by Councilmember Villafranca, to adopt Ordinance No. 3961 as presented. The motion carried with the following vote:

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

Absent: Councilmember Roman

- L.1 Discuss and provide direction to staff on the allocation of Fiscal Year 2025 budget surplus funds.**

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

- Background of the budget surplus.
- The proposed uses for the surplus.

The Council requested the following:

- Requested \$200,000 for the Columbarium project, \$200,000 for the Justice Center project, \$500,000 for economic development, \$1,000,000 for Mercer Park, and \$400,000 for the General Fund (Mayor Lynne, Councilmember Villafranca, Councilmember Reid)
- Requested distributing funds equally among districts (Mayor Pro Tem Bennett-Burton)

L.2 Consider approving Resolution No. 2025-185 authorizing the City Manager to execute a professional services agreement for a Citywide intersection and pedestrian analysis with Cobb, Fendley, & Associates, Inc. in the amount of \$334,865; and take appropriate action.

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

- The objectives of the intersection and pedestrian analysis.
- The intersections to be included in the analysis.

Council requested the following:

- A dedicated bike lane on Valley View Lane (Councilmember Villafranca)
- Intersections around the Mustang Station area be assessed as soon as possible (Councilmember Reid)

A motion was made by Councilmember Villafranca, seconded by Deputy Mayor Pro Tem Neal, to approve Resolution No. 2025-185 as presented. The motion carried with the following vote:

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

Absent: Councilmember Roman

L.3 Consider filling vacancies on the Senior Advisory Board for Place 2, Alternate 1, and Alternate 2; and take appropriate action.

City Secretary/Deputy Director of Administrative Services Erin Flores presented on the following:

- The background of the Senior Advisory Board and current vacancies.
- The list of applicants interested in serving on the board.

A motion was made by Councilmember Villafranca, seconded by Deputy Mayor Pro Tem Neal, to appoint Everardo Oviedo as Place 2, Rick Cathey as Alternate 1, and Marsha Valenti as Alternate 2 of the Senior Advisory Board. The motion carried with the following vote:

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

Absent: Councilmember Roman

L.5/C.6 Discuss guidelines associated with reimbursement items related to the City Council Travel and Reimbursement Policy and determine if updates are necessary.

Councilmember Roman joined the meeting at 7:11 p.m. via Zoom.

City Secretary/Deputy Director of Administrative Services presented an overview of the Council Travel and Reimbursement Policy.

Council requested the following:

- Guidelines and parameters around reimbursements, including deadlines for requesting a reimbursement, and a discussion regarding removing language allowing Council to waive stipends (Mayor Lynne, Councilmember Neal)

City Attorney Nicole Corr will present at a future Council meeting with the recommended amendments to the policy.

STUDY SESSION ITEMS

C.5 Receive a presentation from the staff regarding the results of the pavement condition assessment performed by Citylogix.

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

- A description of a pavement assessment and scoring.
- The rating map of the streets in Farmers Branch.
- The results of the pavement condition assessment.
- The pavement treatment type for road repair.
- Dallas County will assist with the labor to repair the roads.
- Bee Street will be a priority for repair.

Council requested the following:

- A presentation that includes the overlay (Mayor Pro Tem Bennett-Burton)
- A district map be included in the future presentation (Mayor Lynne)
- Speed bump assessment be performed, and that notification be made to affected areas of construction in advance as much as possible (Councilmember Roman)

~~**C.6 Discuss guidelines associated with reimbursement items related to the City Council Travel and Reimbursement Policy and determine if updates are necessary.**~~ (Moved to Regular Agenda Item L.5)

C.7 Receive an update from the City Attorney on the proposed constitutional amendments appearing on the November 4, 2025, statewide ballot.

Councilmember Roman left the meeting at 7:53 p.m.

City Attorney Nicole Corr gave a presentation explaining the proposed constitutional amendments that are on the November 4, 2025, ballot.

C.8 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.

The Council provided updates on external organizations and other meetings attended.

C.9 Review and discuss future agenda items.

Council requested the following future agenda items:

- A presentation on public facility corporations and housing finance corporations, including the structure, purpose, and applications for implementation in the City (Mayor Pro Tem Bennett-Burton).

- An update on the flooring in the main area of the Branch Connection (Mayor Pro Tem Bennett-Burton).
- A discussion about hosting a community running event that would take place around Halloween (Mayor Pro Tem Bennett-Burton).
- A discussion to eliminate the recurring agenda item relating to receiving an update from the Council Liaisons (Councilmember Reid).

Mayor Lynne reconvened into Executive Session at 8:15 p.m.

EXECUTIVE SESSION

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Mayor Lynne reconvened the regular meeting at 10:53 p.m.

TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION

- L.4/J.7 Consider approving Resolution No. 2025-207 authorizing the City Manager to negotiate and execute agreements for the sale of certain City-owned lots to the Farmers Branch Local Government Corporation, for resale to Stonewood Investments, Inc.; and take appropriate action.**

A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to table Resolution No. 2025-207 until the November 4th City Council meeting. The motion carried with the following vote:

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

Absent: Councilmember Roman

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A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to amend the budget to add a full-time position as related to Item D.1. The motion carried with the following vote:

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

Absent: Councilmember Roman

D.4 The City Council will convene into a closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.020.

A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to approve a letter of intent for Project Igor/Farmers Branch Project 2025-020 and allow the City Manager to execute and continue negotiations. The motion carried with the following vote:

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

Absent: Councilmember Roman

ADJOURNMENT

Mayor Lynne adjourned the meeting at 10:55 p.m.

City Secretary Erin Flores, TRMC

Mayor Terry Lynne