



City of Farmers Branch Action Meeting Minutes Charter Review Committee

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

July 15, 2026

6:00 PM

Training HUB

The full video of this meeting is available on the City website at https://www.youtube.com/watch?v=SnEG6RtG_uQ.

In attendance:

- Chair Cristal Retana
- Vice Chair David Koch
- Member Veronica Vallejo
- Member Chris Flower
- Member Elizabeth Aviles
- Member Brian Kosley
- Member Chase Johnson
- Member James Bagby
- Member Patrick Trapp
- Member Kevin Caldwell
- Member Scott Noris
- Member Janet Melancon
- Member Al Mahesh
- Member Todd Warren
- Member Michael Rogan
- Member David Griggs

Absent:

- Member Dan Bergeron
- Member Pam Capener
- Member Polly Prado
- Member John Vickers
-

CALL TO ORDER - MEETING

Chair Retana called the Regular Meeting to order at 6:01 p.m.

CITIZEN COMMENTS

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

REGULAR AGENDA ITEMS

C.1 Consider approval of the June 15, 2026, Charter Review Committee Minutes, and take appropriate action.

Chair Retana noted a correction to the June 17, 2026, minutes to reflect that she was not present at the June 17 meeting and should not have been listed as voting on the approval of the minutes.

A motion was made by Member Koch, seconded by Member Mahesh, to approve the June 17, 2026 minutes as amended. The motion carried unanimously.

C.2 Consider items requested for review by the City Attorney.

- **Section 2.14 – Council Quorum.** City Attorney Berman presented draft language implementing the Committee’s previous discussion regarding reducing the City Council quorum requirement from four Councilmembers to three Councilmembers, excluding the Mayor. The Committee discussed the proposed change in relation to the Texas Open Meetings Act, Council Rules of Procedure, agenda-setting procedures, transparency, and deliberations.

A motion was made by Member Koch, seconded by Member Caldwell to approve the proposed amendment to Section 2.14 as presented. The motion carried, with Members Flower and Rogan opposed.

~~Any four (4)~~ **A majority of the** members of the Council (which ~~will not may~~ include the Mayor) shall constitute a quorum necessary for the transaction of official business at any meeting of the Council. Voting shall be by "aye" or "no" on roll call or by a show of hands. Except as specifically provided for in this Charter or by state law, a majority vote of the members of the Council present is required for the passage of an ordinance, resolution, or other matter. Any member may call for a roll call vote at any time on any matter being voted on by the Council, and the vote of each member shall be recorded in the minutes of the meeting. Any Councilmember abstaining from voting shall not be taken as an affirmative or a negative vote.

- **Council Composition / At-Large Councilmember.** City Attorney Berman presented legal research regarding a potential Charter amendment to add an at-large Councilmember and provide for the Mayor to serve as a voting member. Discussion included prior Voting Rights Act litigation, potential legal implications, representation, governance structure, and policy considerations. The Committee directed that the item be returned for further discussion at the August meeting. No action was taken.
- **Abstentions.** City Attorney Berman provided clarification regarding Section 2.16 concerning abstentions. Following discussion, the Committee reaffirmed its previous direction to leave the Charter language unchanged. No action was taken.

C.3 Consider proposed Charter amendments for final recommendation by the Charter Review Committee.

- **Article VI – Assessment and Collection of Taxes.** Chair Retana raised the Committee’s previous discussion regarding the grammatical error in Section 6.02 that refers to the City as “Fanners Branch.” Staff clarified that the original Charter language correctly states “Farmers Branch” and that the error occurred during codification. Staff further noted that they had previously been directed to review the Charter for grammatical errors and that the review is ongoing. No Charter amendment was necessary, and no action was taken.
- **Section 2.20 – Transit Committee.** Vice Chair Koch presented revised draft language for the proposed Transit Committee previously reviewed on June 17, 2026. Discussion included committee appointments, timing, duties, alternates, interactions with regional transit authorities, and additional revisions to the draft language. City Attorney to revise the proposed language for third and final consideration on August 19, 2026. No action was taken.

ALTERNATE PROVISION (language presented on July 15, 2026):

Not less than two years prior to the deadline for the City to call an election to consider participation in a regional transit system, such as Dallas Area Rapid Transit, the Council shall appoint a Transit Committee, comprised of seven regular members and two alternate members. Each Council member shall be entitled to appoint one regular member and the Mayor shall be entitled to appoint two regular members. The two alternate members shall be appointed by majority vote of members of the Council then present.

Council Members and Mayor shall be eligible to serve on the Transit Committee.

The Transit Committee will review, evaluate and make recommendations to the Council on the City's continued participation in regional transit systems not less than 60 days prior to the deadline for the City to call an election to consider participation in a regional transit system.

Members shall be (empowered/authorized) to participate in (discussions/meetings) with other area transit system members in furtherance of the duties of the Committee.

C.4 Review, discuss, and determine if amendments are needed to Article VII – Nominations and Elections of the City Charter.

- **Sections 7.02, 7.03, 7.05, 7.07, 7.08, and 7.09 were reviewed, and no amendments or further action were recommended.**
- **Section 7.01 – Elections.** The Committee discussed moving the regular City election from May to November. An informal show of hands resulted in four members favoring further consideration of a November election and twelve members favoring retention of the May election date. No formal vote was taken, and the Committee agreed not to bring the proposed change forward for further consideration.
- **Section 7.04 – Number, Selection and Term of City Council.** The Committee discussed how service by a Councilmember appointed or elected to fill an unexpired term should be counted for purposes of the Charter's term-limit provisions. City Attorney Berman noted that related language may also be addressed in Section 2.01. The item will be placed on the August 19 agenda under the City Attorney's report for further review and discussion. No formal action was taken.
- **Section 7.06 – Qualified Voter.** The Committee identified a grammatical revision to change "Every person resident" to "Every person residing." The proposed revision will be placed on the next agenda for formal consideration and vote. No formal action was taken.
- **Section 7.10 – Establishment, Review and Revision of Council District Boundaries.** The Committee discussed removing the reference to *Fabela v. City of Farmers Branch* from subsection (a). The proposed revision will be placed on the next agenda for formal consideration and vote. No formal action was taken.

C.5 Charter Review Committee's opportunity to request future discussion on items not on the agenda.

No Committee members requested discussion of additional items or future agenda topics.

ADJOURNMENT

A motion was made by Member Kosley, seconded by Member Rogan, to approve the July 15, 2026 Charter Review Committee meeting. The motion carried unanimously.

The meeting adjourned at 7:78 p.m.

Interim City Secretary

Chair