



# City of Farmers Branch Meeting Minutes City Council

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

Tuesday, December 7, 2021

6:00 PM

Council Chambers

**Present:** 6 - Mayor Robert Dye, Mayor Pro Tem Cristal Retana, Council Member Traci Williams, Deputy Mayor Pro Tem Michael Driskill, Council Member Terry Lynne and Council Member David Merritt

**Staff:** Acting City Manager John Land, Assistant City Manager Benjamin Williamson, City Secretary Amy Piukana, Assistant City Secretary Argie Potter, City Attorney Peter G. Smith, City Attorney Kevin Laughlin, Police Chief David Hale, Fire Chief Gabe Vargas, Director of Human Resources Brian Beasley, Director of Public Works Marc Bentley, Director of Sustainability & Health Shane Davis, Director of Planning & Zoning/Economic Development Allison Cook, Director of Fleet & Facilities Kevin Muenchow and Director of Communications Jeff Brady

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

- A.1 21-585 Discuss regular agenda items**  
Council Member Lynne asked for clarification on Agenda Item J.4, in regards to when the work would begin and how long. City Engineer Marc Bentley replied stating 180 days from the start date.
- A.2 21-592 Discuss Redistricting Commission Appointment Process City Secretary Amy Piukana provided an overview of the process to appoint members to a Redistricting Commission.**  
City Secretary Amy Piukana provided an overview of the process, timeline and establishment of a Redistricting Commission.  
After discussion, the City Council unanimously agreed to appoint two regular members and one alternate from each district. The City Council will provide the City Secretary with the name and contact of each applicant. The City Council will officially appoint in January 2022.
- A.3 21-573 Review FBTX Connect Oct - Nov 2021 Performance Data**  
Code Enforcement Manager Leo Bonanno briefed City Council regarding this item. Mr. Bonanno noted Code Enforcement, Animal Services, Solid Waste, Public Works and Parks are all the current Departments utilizing the new app. Mr. Bonanno reviewed number of requests submitted (484) with average time to close a request (3.9 days) with 73% service level agreement.  
The City Council discussed average time to respond, request closure, communication, surrounding cities that utilize similar software, impact made on calls, efficiency feedback from staff and requested City Administration provide a service level agreement definition.
- A.4 21-589 Review Tween Recreational Program Offerings**  
Recreation Manager Maria Mentor and Victoria provided an overview of the Tween Programs, and provided a proposed Tween at Twilight Program.  
Council Member Retana suggested conducting a survey to seek feedback, identify barriers. She explained our youth needs a safe space and suggested parent "buy in" to ensure participation.  
The City Council discussed mental illness and its effects from covid, survey response, smart phones, and teen needs during ages 13 to 17 years of age.
- A.5 21-590 Discuss the City Council Strategic Planning Topics**  
Deputy City Manager John Land explained several topics will be considered for the Strategic Plan retreat set for January 26, 2022.  
After discussion, the City Council agreed to meet in two separate meetings. (Joint Planning Commission meeting on 1/22/22 and retreat 1/26/22.) The City Council agreed to discuss: New Urbanism, Walkability, Complete Streets/Road Diet Concept, Accessory Dwelling Units/Attainable Housing and review the Comprehensive Plan at the 1/22 Joint PZ meeting.

The City Council agreed to discuss the following topics at the 1/26/22 Retreat: Resident Survey Response, Citywide Performance Measures/Objectives, CIP, Parks, Sustainability (Smart Cities/Smart Water Meter), and Comprehensive Plan.

**A.6 21-586**

**Discuss future agenda items**

Mayor Pro Tem Retana requested discussion on digital equity, smart cities, budget and safe streets including parking. Council Member Merritt requested on street parking to include walkability and public safety. Council Member Lynne suggested holding a naming contest for the new signature park, an Ordinance to address camper, boats and recreational vehicles, crosswalk lights at Valley View and Rosser.

**B. EXECUTIVE SESSION**

Mayor Dye recessed into closed executive session at 4:54 p.m. and adjourned from closed session at 5:42 p.m.

**B.1 21-593**

**Council may convene into closed executive session pursuant to Section 551.072 of the Texas Government Code to deliberate regarding:**

*- Discuss the purchase, exchange, lease, or sale of real property north of Farmers Branch Lane, south of Valwood, east of IH35, and west of Josey Lane*

**C. CALL TO ORDER - REGULAR MEETING (6 P.M.)**

Mayor called to order at 6 p.m.

**D. INVOCATION & PLEDGE OF ALLEGIANCE**

The Farmers Branch Honor Guard provided the Pledge of Allegiance and Pledge to the Texas Flag. Mayor Dye led the invocation.

**E. CEREMONIAL ITEMS**

Mayor Dye provided proclamations to Janie Stark Elementary students Megan and Laurie Willhite for their featured ornament which will be displayed at the State Capital.

**E.1 21-540**

**Present the TRAPS North Region Awards to the Parks and Recreation Department**

Mayor Dye recognized Director of Parks Michael Mashburn for receiving the TRAPS North Region Awards. (Multiple Awards) Senior, Teen, (Recognized Sr Board Members present),

**E.2 21-541**

**Recognition of Jennifer Stone for 5 years of dedicated service to the City of Farmers Branch**

Mayor Dye recognized Jennifer Stone for 5 years of service to the City of Farmers Branch.

**E.3 21-604**

**Recognition of Allison Cook for 10 years of dedicated service to the City of Farmers Branch**

Mayor Dye and John Land recognized Allison Cook for 10 years of service. A song performance was conducted by Fire House Theatre.

**E.4 R2021-196**

**Consider approving Resolution No. 2021-196 authorizing the City Manager to accept a grant from the Emergency Connectivity Fund for mobile hotspots; and take appropriate action**

Director of Library Services Denise Wallace briefed City Council regarding this item.

**A motion was made by Mayor Dye, seconded by Deputy Mayor Pro Tem Driskill, that this Resolution be approved as amended. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro Tem Retana, Council Member Williams, Deputy Mayor Pro Tem Driskill, Council Member Lynne and Council Member Merritt

**F. REPORT ON STUDY SESSION ITEMS**

Mayor Dye provided an overview of Study Session items.

**G. MAYOR AND CITY MANAGER'S REPORT ON ITEMS OF COMMUNITY INTEREST**

Deputy City Manager John Land provided an update regarding community events.

Mayor Dye expressed gratitude to parks staff for the tree lighting event and Administrative Assistant Valerie Hawkins for efforts with tonight's dinner.

**H. CITIZEN COMMENTS**

Mr. James Lockridge spoke expressing concerns regarding AG Property, hay storage, citations, not being able to reach staff, AG Officials, City Management, and requested a meeting with the City Council.

**I. CONSENT AGENDA**

A motion was made by Mayor Dye, seconded by Mayor Pro Tem Retana, to approve Consent Items I.1 through I.9, including Items J.3 and J.4. The motion carried by the following vote:

**Aye:** 5 - Mayor Pro Tem Retana, Council Member Williams, Deputy Mayor Pro Tem Driskill, Council Member Lynne and Council Member Merritt

- I.1 21-584 Consider approval of the November 16, 2021 City Council meeting minutes; and take appropriate action**
- I.2 ORD-3710 Consider adopting Ordinance No. 3710 amending the Texas Food Code requiring a permit for retail food establishments by classifications, updating definitions, and setting a fee schedule; and take appropriate action**
- I.3 R2021-184 Consider approving Resolution No. 2021-184 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 14311 Juniper Cove; and take appropriate action**
- I.4 R2021-185 Consider approving Resolution No. 2021-185 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 3510 Pebble Beach Dr.; and take appropriate action**
- I.5 R2021-186 Consider approving Resolution No. 2021-186 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 14251 Southern Pines Dr.; and take appropriate action**
- I.6 R2021-187 Consider approving Resolution No. 2021-187 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 14240 Coral Harbour Court; and take appropriate action**
- I.7 R2021-192 Consider approving Resolution No. 2021-192 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 14467 Tanglewood Dr.; and take appropriate action**
- I.8 R2021-189 Consider approving Resolution No. 2021-189, authorizing the unit price contract for the annual supply of concrete to Redi-Mix Concrete, Inc.; and take appropriate action**
- I.9 R2021-195 Consider approving Resolution No. 2021-195 authorizing the City Manager to negotiate and execute a contract with QBE for medical stop-loss insurance coverage in an amount not to exceed \$435,000 for the 2022 plan year; and take appropriate action**

**J.3 R2021-182 Consider approving Resolution No. 2021-182 awarding a contract to Fuquay, Inc., for sanitary sewer main rehabilitation through the Local Government Purchasing Cooperative; and take appropriate action (*Moved to Consent*)**

**J.4 R2021-190 Consider approving Resolution No. 2021-190 awarding the bid and authorizing a unit price contract to Trinity Miller Utility and Construction, LLC for the Brincrest & Brisbane Water Main Replacement; and take appropriate action. (*Moved to Consent*)**

#### **J. REGULAR AGENDA ITEMS**

**J.1 21-602 Receive biannual update from the Historical Preservation and Restoration Board**

Mayor Dye recognized Johannes Hylkema who provided board accomplishments for the Historical Park Board.

**J.2 21-594 Receive a Fourth Quarter FY 21 Financial Report**

Director of Finance Sherrelle Evans Jones provided a Fourth Quarter FY 21 Financial report.

The City Council discussed numbers (licenses and permits), ambulance revenue, and the \$1 million dollar (indigent care funding).

#### **K. TAKE ANY ACTION NECESSARY AS A RESULT OF THE CLOSED EXECUTIVE SESSION**

A motion was made by Mayor Dye, seconded by Council Member Williams, that the city manager be authorized to negotiate and execute on behalf of the City one or more agreements, and any amendments thereto and any related instruments, subject to substantially the following terms and conditions:

- 1) A purchase and sale agreement for the sale of Tract A generally described a portion of 2427 Carrick Street; 0.9 acre surplus property included in the 12700 N Stemmons (collectively referred to as Tract A) to the Farmers Branch Local Government Corporation for the resale of Tract A to I-C F.B. Gateway Dev, LLC and/or its affiliated companies (the "Developer") for the development of a mixed used property on Tract A consisting of 275 multifamily units of approximately 200,000 square feet of space and approximately 9000 square feet of retail space for a purchase price of \$2.75 Million Dollars with an economic development grant from the City in the amount of \$2.75 Million Dollars to be provided at the closing of such transaction, provided the developer undergrounds all distribution utility poles excluding transmission line, and the construction of certain infrastructure (the "Development"), together with a restriction agreement requiring the development and option for repurchase of Tract A.
- 2) One or more economic development agreements on behalf of the City with a I-C F.B. Gateway Dev, LLC and/or its affiliated companies for the Tract A Development which may include a tax abatement agreement pursuant to Tax Code Chapter 312 which provides 10 years of 75% abatement of the real property for the Tract A Development, an agreement pursuant to Tax Code Chapter 311 to provides 12 years of annual grants equal to 25% of the real property taxes for the Development

with the combined incentives under the Tax Code Chapter 312 and Tax Code Chapter 311 agreements not to exceed \$3 Million Dollars, and an agreement for the reimbursement for the design and construction of certain public infrastructure for the Development along the Dart Line, Denton Drive (western portion only between Moses and Pike Street west of Denton Drive not to exceed \$865,000 to be funded from the Pike Street bond fund.

- 3) An agreement on behalf of the City with a I-C F.B. Gateway Dev, LLC and/or its affiliated companies to cause the construction of underground detention for Development and future gym project site for City owned StarCenter parking lot to be funded by the Pike Street bond fund not to exceed \$600,000.
- 4) Construction of the Tract A Development to commence within approximately 5 months after site plan and development approvals and to be completed approximately 20 months after commencement of the Tract A development.
- 5) The Developer will be required to underground of all distribution utility poles excluding transmission line for the Tract A Development as consideration for all incentives to be provided by City without additional incentives.
- 6) An agreement on behalf of the City to provide the Developer a right of first refusal to purchase ("ROFR") Tract B generally consisting of 1.44 acres of property located at the southeast corner of Denton Drive and Valley View Lane for a period of 3 years following completion of the Tract A Development at the fair market value of the Tract B property determined by an appraisal obtained by the City at the time of the Developer exercise of the ROFR.

***Motion approved unanimously.***

**L. ADJOURNMENT -** Mayor Dye adjourned the meeting at 7:41 p.m.

Signed by: \_\_\_\_\_  
                  **Robert C. Dye, Mayor**

Attested by: \_\_\_\_\_  
                  **Amy M. Piukana, City Secretary**