City of Farmers Branch
Action Meeting Minutes
City Council

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

Tuesday, July 7, 2026 **4:00 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 David Reid, Deputy Mayor Pro Tem Roger Neal, Councilwoman Lupe Gonzalez, Councilwoman Tina Bennett-Burton, Councilwoman Elizabeth Villafranca

City Staff Present: City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, City Attorney David Berman, Director of Administrative Services Stacy Henderson, Director of Finance Jay Patel, Director of Parks and Recreation Rob Diaz, Deputy Director of Economic Development Darren Harris, Director of Community Services Derek Hull, Police Chief Kevin McCoy, Director of Innovation and Technology Joey Brock, Director of Human Resources Jeffrey Ross, Senior Management Analyst Erin Flores, and other City staff

CALL TO ORDER – SPECIAL CALLED MEETING (4:00 P.M.)

Mayor Lynne called the meeting to order at 4:01 p.m.

PUBLIC COMMENTS ON STUDY SESSION ITEMS

- Barbara Currier, 4010 Kerr Circle, Farmers Branch, Texas, expressed concern about allowing staff to revise the Public Information Act response policy without further Council action and requested that Item K.4 be removed from the Consent Agenda for discussion and amendment.
- Maryanne Pfeffer, 3465 Courtyard Circle, Farmers Branch, Texas, expressed support for the City's social media recognition calendar and encouraged additional inclusive community and cultural observances.

REGULAR AGENDA ITEMS

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

At the request of Deputy Mayor Pro Tem Neal, Item K.4 was removed from the Consent Agenda for additional discussion. Mayor Lynne moved the item to the Regular Agenda as Item M.5.

C.2 Discuss and receive a presentation on the Fiscal Year 2026-27 Budget Update, including fiscal outlook, revenue considerations, strategic investment areas, and ongoing budget development topics.

Finance Director Jay Patel presented an update on the Fiscal Year 2026-27 budget development process. Presentation highlights included:

- Overview of the remaining budget development schedule, including upcoming discussions on the tax rate, employee benefits, and sales tax.
- Update on sales tax collections, which continue to exceed prior-year performance due to ongoing business recruitment and retention efforts.
- Recommendation to increase the sales tax revenue stabilization fund threshold from \$23 million to \$23.5 million to help offset increasing operating costs associated with economic development incentives.
- Discussion of water and wastewater utility rates, including the City's strategy of funding infrastructure

improvements without issuing debt.

- Review of the City's planned $12.8 million investment in water and wastewater infrastructure for Fiscal Year 2026-27.
- Update on City Council budget priorities, including incorporating Firehouse Theatre lobby and kitchen improvements into the existing operating budget based on recent Council direction.

Mayor Lynne announced that the Study Session would resume following the Regular Meeting to continue discussion of the Code Care Program.

City Council convened in closed Executive Session at 4:19 p.m.

EXECUTIVE SESSION

D.1 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 2025.014.

RECEPTION – FRONT LOBBY AREA – 5:30 P.M.

E. 1 Reception honoring Mayor Terry Lynne.

CALL TO ORDER – REGULAR MEETING

Mayor Lynne called the Regular Meeting to order at 6:02 p.m.

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Rick Dorman delivered the invocation, and Mayor Lynne led the pledges of allegiance.

CEREMONIAL ITEMS

H.1 Conduct the Oath of Office and receive remarks from Mayor Terry Lynne.

Dallas County Commissioner Andy Sommerman administered the ceremonial Oath of Office to Mayor Terry Lynne, who was joined by his wife and two daughters. Mayor Pro Tem Reid presented Mayor Lynne with the City lapel pin and Certificate of Election. Mayor Lynne then delivered brief remarks and thanked his family, supporters, and the community.

Mayor Lynne recessed the meeting at 6:23 p.m. and reconvened the City Council meeting at 6:38 p.m.

ITEMS OF COMMUNITY INTEREST

Communications Manager Ariel Wallace presented the following items of community interest.

- Announced the launch of the City's new online Water Use Portal, providing residents with daily water usage data to help monitor consumption, identify leaks, and support conservation efforts.
- Invited residents to attend the District 2 Town Hall hosted by Councilwoman Tina Bennett-Burton at 8:00 a.m. on July 11 at City Hall.
- Highlighted National Parks and Recreation Month activities, including free community events and a Parks Picnic on July 10.
- Recognized the Farmers Branch Police Department's 20th anniversary of the Citizens on Patrol program and the selection of the 2025 Volunteer of the Year.
- Announced Deputy Mayor Pro Tem Roger Neal's twice-monthly community office hours at Brookhaven Country Club.
- Encouraged residents to subscribe to City news and updates through the City's website.

PUBLIC COMMENTS

- John Dodd, 12920 Mitchwin Road, Farmers Branch, Texas, presented Mayor Lynne with a commemorative Freedom Bell in recognition of the City's 80th anniversary.
- Theresa Savoy Main, 3120 La Kenta Circle, Farmers Branch, Texas, expressed concerns regarding the City's social media recognition calendar and the inclusion of religious observances.
- Arlee Barrett, 14239 Dennis Lane, Farmers Branch, Texas, requested that the City consider designating December as National Christian Month.
- Dirk Preblu, 1317 Challiburton Drive, Farmers Branch, Texas, encouraged the City to consider community recognition themes that promote local businesses, families, health, and community engagement.

CONSENT AGENDA

K.1 Consider approving the following City Council meeting minutes; and take appropriate action.
- **June 16, 2026 City Council Meeting**
- **June 23, 2026 City Council Special Called Meeting**

K.2. Consider approving and adopting Resolution No. 2026-063 approving the Farmers Branch Manske Library Policies; and take appropriate action.

K.3 Consider approving Resolution No. 2026-077 authorizing the submission of an application to Dallas County for the Fiscal Year 2026 Dallas County Community Development Block Grant program for the replacement of the water line along the Shoredale Lane loop from Hollandale Lane to Hollandale Lane; and take appropriate action.

~~**K. 4 Consider approving Resolution No. 2026-093 approving a revised policy pertaining to City responses to repetitive Public Information Act requests; and take appropriate action.**~~ *(Moved to Regular Agenda Item M.5)*

A motion was made by Mayor Pro Tem Reid, seconded by Deputy Mayor Pro Tem Neal, to approve the consent agenda as amended. The motion carried with the following vote:

Aye Mayor Pro Tem David Reid, Deputy Mayor Pro Tem Roger Neal, Councilwoman Gonzalez, Councilwoman Bennett-Burton, Councilwoman Villafranca

PUBLIC HEARINGS

L. 1 Conduct a public hearing and consider adopting Ordinance No. 4006 prohibiting the use of and contact with designated groundwater beneath land located in Farmers Branch, Texas, at 1349 - 1399 Valley View Lane and associated City rights-of-way to facilitate certification of a Municipal Setting Designation by the Texas Commission on Environmental Quality (TCEQ), establishing a Municipal Setting Designation; and take appropriate action.

Solid Waste Manager John Porter presented information regarding the proposed Municipal Setting Designation at 1349–1399 Valley View Lane and associated City rights-of-way. Presentation highlights included:

Municipal Setting Designation (MSD)
- Overview of the purpose of an MSD as a legal designation that restricts groundwater use in urban areas.
- Explanation that MSDs are administered by the Texas Commission on Environmental Quality (TCEQ) and implemented through a local ordinance.

Application Process
- Review of the multi-step Municipal Setting Designation application process outlined in Chapter 34 of the City Code.

- Explanation that the required public hearing was the current step in the approval process.
- If approved, the application would be submitted to TCEQ for certification and recorded with the property deed.

Property Background

- Overview of the former Triple C property located at 1349–1399 Valley View Lane.
- Identification of chemicals of concern, including semi-volatile organic compounds and arsenic.
- Confirmation that the property is served by the City's public water system, satisfying an MSD eligibility requirement.

Mayor Lynne opened the public hearing. There being no speakers, the public hearing was closed.

A motion was made by Mayor Pro Tem Reid, seconded by Councilwoman Bennett-Burton, to close the public hearing. The motion carried with the following vote:

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

A motion was made by Mayor Pro Tem Reid, seconded by Councilwoman Villafranca, to adopt Ordinance No. 4006 establishing a Municipal Setting Designation. The motion carried with the following vote:

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

REGULAR AGENDA ITEMS

M.1 Receive an annual update from the Metrocrest Area Chamber.

Metrocrest Area Chamber President and CEO Michael Gallops gave a presentation on the following:

Chamber Overview

- Serves Farmers Branch, Carrollton, and Addison.
- Represents more than 500 members across various industries.
- Majority of members are small businesses.

Rebrand

- Updated name from Metrocrest Chamber of Commerce to Metrocrest Area Chamber.
- Redesigned logo to reduce confusion and modernize the Chamber's identity.
- Rebrand supports clearer advocacy, partnerships, regional storytelling, and business engagement.

Business Advocacy and Workforce Development

- Continued advocacy for business-friendly policies.
- Partnerships with school districts, Dallas College, and workforce organizations.
- Programs focused on workforce readiness, upskilling, and reskilling.

Small Business Support

- Training programs, networking opportunities, and business resources.
- Free AI classes for Chamber members.
- Continued efforts to connect local businesses and support business growth.

Upcoming Events and Partnerships

- Economic Development Summit.
- Mayor's Forum.
- State of Education event.
- First Responders Breakfast.
- Continued coordination with City leadership and economic development staff.

M.2 Consider approving Resolution No. 2026-082 approving a contract between the City of Farmers Branch

and Dallas Underground, LLC, for the construction of the Webb Chapel Road Water and Wastewater Improvements Phase 2 Project in the amount of $2,695,813; and take appropriate action.

Deputy Director of Public Works Corey Lawson presented information regarding the Webb Chapel Road Water and Wastewater Improvements Phase 2 Project. Presentation highlights included:

Project Overview

- Phase II includes replacement of approximately 4,200 linear feet of water main, 3,700 linear feet of sanitary sewer, and nine manholes along Webb Chapel Road.
- Project is part of the City's four-phase Webb Chapel infrastructure replacement program funded through the 2023 Bond Program.

Construction Contract

- Seven bids were received.
- Dallas Underground was identified as the lowest responsive and responsible bidder following evaluation of qualifications and past performance.

Council Requests/Follow-Up Items

- Requested an estimated timeline for the remaining steps in the Municipal Setting Designation (MSD) application process. (Deputy Mayor Pro Tem Neal)

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

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

M. 3 Consider approving Resolution No. 2026-092 funding facilities upgrades for The Firehouse Theatre and authorizing the City Manager to approve funding for improvements to the premises located at 2535 Valley View Lane, and execute appropriate agreements; and take appropriate action.

Parks and Recreation Director Robert Diaz presented information regarding proposed facility upgrades for The Firehouse Theatre. Presentation highlights included:

- Reviewed proposed improvements to the Firehouse Theatre kitchen and lobby.
- Reported that the kitchen improvement estimate had been reduced from approximately $7,000 to less than $3,000 after obtaining additional quotes.
- Advised that additional lobby improvement quotes were being obtained and would be presented to Council.
- Explained that construction would be coordinated with Firehouse Theatre to minimize disruption to performances and operations.

Council Requests/Follow-Up Items

- Evaluate opportunities to engage local developers and community partners regarding potential donations of time, talent, or resources to support Firehouse Theatre facility improvements. (Councilwoman Villafranca)

A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilwoman Gonzalez, to approve Resolution No. 2026-092 as presented. The motion carried with the following vote:

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

M. 4 Consider adopting Ordinance No. 4001, approving an addition of Article V, "Special Events", to Chapter 14, "Amusements and Entertainments", of the City's Code of Ordinances; and take appropriate action.

Planning Manager Tara Bradley presented an overview of the proposed Special Event Ordinance. Presentation highlights included:

- Background on the need for a centralized and consistent special event permitting process.
- Development of the ordinance in response to City Council direction to improve the special event application process.
- Establishment of a one-stop permitting process to improve customer service and interdepartmental coordination.
- Definition of special events and establishment of application, documentation, and operational requirements.
- Administration of application processing and the previously adopted $50 special event fee.
- Next steps, including codification of the ordinance, development of an online application portal, and public outreach through a dedicated webpage, FAQs, and social media.

Council Requests/Follow-Up Items

- Review the applicability of the ordinance and permit fee requirements to recurring neighborhood events, homeowners association activities, and National Night Out events. (Deputy Mayor Pro Tem Neal)

A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilwoman Villafranca, to table Item M.4. The motion carried with the following vote:

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

M.5 Consider approving Resolution No. 2026-093 approving a revised policy pertaining to City responses to repetitive Public Information Act requests; and take appropriate action.

A motion was made by Councilwoman Villafranca, seconded by Mayor Pro Tem Reid, to approve Resolution No. 2026-093 as presented. The motion failed with the following vote:

Aye: Mayor Pro Tem Reid, Councilwoman Villafranca

Nay: Deputy Mayor Pro Tem Neal, Councilwoman Bennett-Burton, Councilwoman Gonzalez

A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilwoman Bennett-Burton, to approve Resolution No. 2026-093, as amended by removing the final sentence of Section 1 authorizing future policy revisions by City staff without further formal Council action. The motion carried with the following vote:

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

The Council took a break at 7:57 p.m. and resumed the meeting at 8:08 p.m.

STUDY SESSION ITEMS

C.2 Discuss and receive a presentation on the Fiscal Year 2026-27 Budget Update, including fiscal outlook, revenue considerations, strategic investment areas, and ongoing budget development topics.

Community Services Director Derek Hull presented additional information regarding the proposed Code Care Program in response to a Council question raised during the budget presentation. Presentation highlights included:

- The program originated in 2023 and is intended to complement the Minor Home Repair Program.
- The program would connect volunteers, faith-based organizations, local businesses, and community partners with residents needing assistance with property maintenance and code-related issues.
- Discussion included program implementation, volunteer recruitment, partnerships, eligibility, operational considerations, and resident outreach.

- When asked, City Manager Williamson provided additional information regarding the City's role in coordinating community resources and supporting implementation.

Council Requests/Follow-Up Items

- Schedule a future Study Session to provide Council with additional information on the Code Care Program, including program operations and implementation. (Councilwoman Villafranca)

C.3 Receive a presentation regarding 2026-2027 Medical Plan RFP updates and considerations.

Human Resources Director Jeffrey Ross presented an update regarding the 2026-2027 Medical Plan Request for Proposals (RFP) process. Presentation highlights included:

- Overview of the City's self-funded medical and pharmacy benefit plan, including employee deductibles, coinsurance, out-of-pocket maximums, and stop-loss insurance.
- Review of employee participation in the City's health plan and the RFP evaluation process conducted with the City's insurance broker, Purchasing, Finance, and employee representatives.
- Recommendation to retain UMR as the City's medical plan administrator under a three-year agreement.
- Recommendation to transition pharmacy benefit administration from ProAct to ServURx to reduce pharmacy costs and enhance clinical program offerings.
- Discussion of anticipated plan cost increases and the projected $600,000 increase to the health fund for Fiscal Year 2026-2027.
- Next steps, including preparation of a future resolution for City Council consideration regarding the recommended medical and pharmacy benefit administrators.

Council Requests/Follow-Up Items

- Provide additional information regarding out-of-network coverage under the City's health plan. (Councilwoman Bennett-Burton)

C.4 Discuss conceptual designs associated with the relocation of Liberty Plaza to the vacant lot near the Rose Garden area on Valley View Lane.

Parks and Recreation Director Robert Diaz presented conceptual designs for the proposed relocation of Liberty Plaza Presentation highlights included:

- Review of the proposed site adjacent to the Rose Garden, Keenan Cemetery, and Gussie Field Watterworth Park.
- Presentation of two conceptual design options for the relocation of Liberty Plaza.
- Description of Concept A as the most cost-effective option, featuring accessible walkways, flagpoles, preservation of existing trees, and opportunities for future expansion.
- Description of Concept B as a design more closely resembling the existing Liberty Plaza, with expanded paved areas, a circular walkway, and additional commemorative features.
- Discussion of phased implementation to relocate existing memorial elements and construct improvements as funding becomes available.
- Explanation that both concepts preserve existing trees, provide ADA accessibility, and allow for future enhancements based on Council direction and community input.

Council Requests/Follow-Up Items

Direction was given to staff to refine Concept B based on Council feedback and return with an updated design, cost estimates, and phased implementation options for further discussion.

C.5 Receive a quarterly update regarding the Charter Review Committee.

Administrative Services Director Stacy Henderson presented a quarterly update regarding the Charter Review Committee. Presentation highlights included:

- Review of the Committee's work on Articles III through VI of the Charter.
- Minor amendments recommended to Article IV to clarify compliance with state law and correct grammatical and spelling errors.
- Ongoing review of a proposed Transit Committee, correction of typographical and grammatical errors by ordinance, remote attendance related to executive sessions, and eligibility requirements for Councilmembers who voluntarily resign before their term expires.
- Upcoming discussions regarding moving general elections to November, Council term lengths, updates to the Capital Improvement Program, clarification of Charter Review Committee appointment language, potential penalties for mid-term resignations, and consideration of an at-large Councilmember.

C.6 Discuss and provide direction regarding City Council liaison appointments to external organizations.

Administrative Services Director Stacy Henderson presented the annual review of City Council liaison appointments to external organizations. Presentation highlights included:

- Review of current City Council liaison appointments following the election cycle.
- Identification of a vacancy for the Woven Health liaison position.
- Clarification that the Firehouse Theatre liaison should be added to the appointment list in accordance with the City's agreement.
- Opportunity for Council to review and request changes to existing liaison assignments.

Council Requests/Follow-Up Items

- Update the liaison appointment list to include the Firehouse Theatre liaison position.
- Update the City Council liaison assignments to include Councilwoman Bennett-Burton as the Woven Health liaison, and the liaison for TML.

C.7 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.

The City Council provided updates regarding organizational meetings and events attended.

C.8 Review and discuss future agenda items.

- Evaluate opportunities to improve the City's public notification process for zoning and development cases, including enhanced notification methods, technology, onsite signage, and other public outreach efforts. (Councilwoman Bennett-Burton)
- Review and establish City Council policies and procedures governing engagement with the City Attorney, including communication protocols and requests for legal advice. (Mayor Pro Tem Reid)
- Develop and present a proposed One Community, One City, One Future initiative to strengthen civic pride, community identity, and neighborhood engagement. (Mayor Pro Tem Reid)
- Invite the Valwood Improvement Authority to provide the City Council with an update regarding its operations, financial outlook, capital projects, and future initiatives. (Mayor Pro Tem Reid)
- Provide a comprehensive presentation on the history, development, implementation, volunteers, and partner organizations associated with the Code Care Program. (Councilwoman Villafranca)
- Develop recommendations regarding the evaluation of artificial intelligence data centers, including land use, infrastructure, utility capacity, fiscal impacts, and development standards. (Councilwoman Villafranca)
- Evaluate expanding the residential permeable driveway program to include properties on streets without curbs. (Mayor Lynne)
- Develop a policy framework for City Council town hall meetings. (Mayor Lynne)
- Review current Charter provisions and practices regarding board and commission subcommittees and develop a proposed policy governing their creation, purpose, authority, reporting, and dissolution. (Mayor Lynne)

<u>TAKE ANY ACTION AS NECESSARY AS A RESULT OF THE CLOSED EXECUTIVE SESSION</u>

There was no action taken as a result of Executive Session.

ADJOURNMENT

There being no further business to come before the City Council, Mayor Lynne adjourned the meeting at 9:41 p.m.

Stacy Henderson

Interim City Secretary Stacy Henderson, TRMC

Terry Lynne

Mayor Terry Lynne