



City of Farmers Branch Action Meeting Minutes City Council

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

Tuesday, May 21, 2024

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 Richard Jackson (*arrived at 6:00 p.m.*), Deputy Mayor Pro Tem Omar Roman, Councilmember Martin Baird, Councilmember David Reid, Councilmember Roger Neal

City Staff Present: City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, Director of Administrative Services Stacy Henderson, City Attorney David Berman, Police Chief Kevin McCoy, Fire Chief Daniel Latimer, Director of Economic Development Allison Cook, Director of Finance Tammy Zimmerman, Director of Communications Jeff Brady, and other City staff

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

Mayor Lynne called the meeting to order at 3:00 p.m.

PUBLIC COMMENT ON STUDY SESSION ITEMS

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

B.1 Discuss regular agenda items.

Mayor Lynne announced Item B.5 would be moved to the Regular Agenda.

B.2 Discuss topics for the Proposed Fiscal Year 2024-25 Budget meetings and related timing.

Finance Director Tammy Zimmerman gave a presentation highlighting the upcoming budget season timeline, the topics that would be covered over the budget season, fleet assets due for replacement, and upcoming meetings.

B.3 Discuss the City's strategic compensation initiatives.

Deputy Director of Human Resources Jeffrey Ross presented the current benefit structure for City employees, the plan for realigning market-based pay structures, how pay structures are calculated, and the recommendations for compensation increase for Fiscal Year 2025.

The Council directed to bring this item back for further discussion.

B.4 Receive a report on the State of Texas Event Trust Fund Grant for the United Pickleball Association.

Economic Development Director Allison Cook gave a presentation explaining details on the grant staff is proposing the City apply for on behalf of the United Pickleball Association.

The Council determined to discuss this further during the executive session.

B.7 Discuss the status of multi-family developments in Farmers Branch.

Deputy Director of Planning Marcos Narvaez presented on the number of single-family homes in the city, the number of units in existing, under construction, and slated construction, the locations of high-density areas, details regarding the PD-86 zoning area, and the future land use planned in the Comprehensive Plan.

The Council directed staff to conduct a study on unoccupied units and directed them to bring back the item for further discussion.

Mayor Lynne recessed the Study Session at 4:40 p.m.

RECEPTION - FRONT LOBBY AREA - (5 P.M.)

A reception was held to honor incoming City Councilmembers David Reid and Roger Neal.

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

Mayor Lynne called the Regular Meeting to order at 6:00 p.m.

INVOCATION & PLEDGE OF ALLEGIANCE

Reverend Roy Thomas led the Invocation, and Councilmember Baird led the Pledge of Allegiance.

CEREMONIAL ITEMS

G.1 Conduct Oath of Office and receive welcome remarks from newly elected Councilmember David Reid, District 3, and Councilmember Roger Neal, District 5.

Ceremonial Oaths of Office were conducted for incoming Councilmembers Roger Neal and David Reid.

G.2 Presentation of the Employee of the Month for April to James Tenorio, Code Enforcement Officer.

Mayor Lynne presented James Tenorio with the Employee of the Month award.

G.3 Presentation of a five-year service award to Ashley Muñoz of the Parks and Recreation Department.

Mayor Lynne presented Ashley Munoz with the five-year service award.

G.3 Presentation of a Proclamation recognizing May 19 - May 25, 2024, National Public Works Week.

Mayor Lynne presented the Public Works Department with a proclamation in honor of National Public Works Week.

ITEMS OF COMMUNITY INTEREST

Communications Director Jeff Brady presented items of community interest.

REPORT ON STUDY SESSION ITEMS

Mayor Lynne reported on items discussed during the Study Session.

CITIZEN COMMENTS

Deborah Hull, 14425 Hague Drive, spoke on the renovation of the Branch Connection.

CONSENT AGENDA

- K.1 Consider approving the following City Council meeting minutes; and take appropriate action.**
- **May 7, 2024, Regular City Council Meeting**
- K.2 Consider approving Resolution No. 2024-087 accepting, approving, and authorizing a real estate donation contract with Carrollton-Farmers Branch Independent School District for the property at 2580 and 2590 Valley View Lane, and take appropriate action.**
- K.3 Consider approving Resolution No. 2024-077 authorizing an amendment to the construction contract with Klutz Construction, LLC. for construction services relating to the Cooks Creek Channel Improvement Project, increasing the original contract by \$51,793; and take appropriate action.**
- K.4 Consider approving Resolution No. 2024-060 authorizing the execution of a Residential Demolition/Rebuild Program Incentive Agreement for the owner of the property located at 3366 Pebble Beach Drive; and take appropriate action.**
- K.5 Consider approving Ordinance No. 3866 amending the Code of Ordinances Chapter 82, Article II, Division 6 Parking, Section 82-95 No Parking Zones by amending Subsection (b), establishing a no-parking zone on the northbound lane of Valley View Lane and southbound lane of Rawhide Parkway, and take appropriate action.**
- K.6 Consider approval of Ordinance No. 3867 amending the FarmersBranch Code of Ordinances, Chapter 26 “Businesses,” Article IV “Apartment Complex Rental” by amending Section 26-111 “definitions” to add a definition for “Code Enforcement Manager” and amending Section 26-117 “Inspections; Reinspections; Certificate of Occupancy” relating to the inspection of apartment complexes; amending Appendix A “Fee Schedule” relating to fees established pursuant to Chapter 26 “Businesses,” Article IV “Apartment Complex Rental”; and take appropriate action.**
- K.7 Consider approving Resolution No. 2024-084 authorizing payment over \$50,000 to SHARx LLC; and take appropriate action.**

A motion was made by Mayor Pro Tem Jackson, seconded by Deputy Mayor Pro Tem Roman, to approve the Consent Agenda as presented. The motion carried with the following vote:

Aye: Mayor Pro Tem Jackson, Deputy Mayor Pro Tem Roman, Councilmember Baird, Councilmember Reid, Councilmember Neal

PUBLIC HEARING

L.1 Conduct a public hearing and consider adopting Ordinance No. 3859 to amend various sections of the Comprehensive Zoning Ordinance related to development standards and expirations for site plans; and take appropriate action.

Deputy Director of Planning Marcos Narvaez gave a presentation explaining the background of the proposed amendments to the ordinance, the research conducted, and details regarding the changes recommended by staff.

A motion was made by Mayor Lynne, seconded by Mayor Pro Tem Jackson, to approve closing the public hearing with no speakers wishing to address the Council. The motion passed with the following vote:

Aye: Mayor Pro Tem Jackson, Deputy Mayor Pro Tem Roman, Councilmember Baird, Councilmember Reid, Councilmember Neal

The public hearing was closed at 6:47 p.m.

A motion was made by Deputy Mayor Pro Tem Roman, seconded by Councilmember Neal, to approve Ordinance No. 3859 to amend various sections of the Comprehensive Zoning Ordinance related to development standards and expirations for site plans, as amended to include a clause allowing a 12-month extension clause. The motion passed with the following vote:

Aye: Mayor Pro Tem Jackson, Deputy Mayor Pro Tem Roman, Councilmember Baird, Councilmember Reid, Councilmember Neal

REGULAR AGENDA ITEMS

M.1 Consider approving Resolution No. 2024-072 authorizing the City Manager to award a contract to J&L Construction, Inc. for the Water Main Replacement 2024 Group B Project in the amount of \$3,078,150; and take appropriate action.

Director of Public Works Ryan Sartor gave a presentation explaining the project's bid process, specifications, and timeline for completion.

A motion was made by Mayor Pro Tem Jackson, seconded by Councilmember Reid, to approve Resolution No. 2024-072 authorizing the City Manager to award a contract to J&L Construction, Inc. for the Water Main Replacement 2024 Group B Project in the amount of \$3,078,150. The motion passed with the following vote:

Aye: Mayor Pro Tem Jackson, Deputy Mayor Pro Tem Roman, Councilmember Baird, Councilmember Reid, Councilmember Neal

M.2 Elect a Mayor Pro Tem and Deputy Mayor Pro Tem for the period of June 2024 through May 2025; and take appropriate action.

A motion was made by Mayor Pro Tem Jackson, seconded by Councilmember Reid, to appoint Richard Jackson as Mayor Pro Tem and Roger Neal as Deputy Mayor Pro Tem. The motion failed with the following vote:

Aye: Mayor Pro Tem Jackson, Councilmember Reid

Nay: Deputy Mayor Pro Tem Roman, Councilmember Neal, Councilmember Baird

A motion was made by Deputy Mayor Pro Tem Roman, seconded by Councilmember Baird, to appoint Omar Roman as Mayor Pro Tem and Richard Jackson as Deputy Mayor Pro Tem. The motion passed with the following vote:

Aye: Deputy Mayor Pro Tem Roman, Councilmember Baird, Councilmember Neal

Nay: Mayor Pro Tem Jackson, Councilmember Reid

B.5 Receive an update on the Gateway to the Globe Event.

Recreation Superintendent Jessica Alvarado presented an update on the event, including the planning background, the event's purpose and goals, and details regarding the performances, attendance, and vendors present.

The Council thanked members of the staff and the Multicultural Task Force for their efforts at the event.

STUDY SESSION

Mayor Lynne recessed the regular meeting and reconvened the Study Session at 7:04 p.m.

B.8 Discuss the request for fencing within the Coventry Subdivision in Mercer Crossing.

Deputy Director of Planning Marcos Narvaez gave a presentation explaining the proposed fencing area with a gate redirecting nearby citizens, the landscape plan for the area, the trail currently in place, and potential next steps.

The Council directed more research to be conducted and to bring the item back for further discussion.

B.9 Discuss and provide direction to staff regarding City Council liaison appointments to external organizations.

Director of Administrative Services Stacy Henderson gave a presentation outlining the current vacancies and details regarding each external organization.

Councilmember Reid expressed interest in the North Texas Commission and Metrocrest Services appointments.

Mayor Pro Tem Roman expressed interest in the Travel Review Committee.

Mayor Lynne expressed interest in the Trinity River Authority appointment.

B.10 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.

The Council gave updates on outside organizations.

B.11 Discuss future agenda items.

Mayor Pro Tem Roman requested an item regarding certificates of occupancy.

Councilmember Baird requested an item regarding Council meeting times.

Mayor Lynne requested an item on changing the Arts & Culture Committee to the Arts & Multicultural Committee and a policy change on Board and Commission members giving an explanation for voting “No” on an item.

EXECUTIVE SESSION

C.1 The City Council will convene into a closed Executive Session pursuant to Texas Government Code Section 551.072 (Real Property Deliberations) to discuss the sale of real property located at 13330 Veronica.

C.2 The City Council will convene into a closed Executive Session pursuant to Texas Government Code Section 551.087 (Economic Development Negotiations) to discuss commercial/financial information and the offer of incentives to a business prospect, the United Pickleball Association, that the City seeks to have locate, stay or expand in the City and with whom the City is conducting economic development negotiations relating to a grant from the Texas Event Trust Fund and Hotel Occupancy taxes.

Mayor Lynne recessed the regular meeting and convened into Executive Session at 8:05 p.m.

Mayor Lynne reconvened the regular meeting at 9:15 p.m.

TAKE ANY ACTION NECESSARY AS A RESULT OF EXECUTIVE SESSION

C.1 The City Council will convene into a closed Executive Session pursuant to Texas Government Code Section 551.072 (Real Property Deliberations) to discuss the sale of real property located at 13330 Veronica.

A motion was made by Councilmember Baird, seconded by Mayor Pro Tem Roman, that the City Manager be authorized to negotiate and sign contracts and such other documents that are reasonable and necessary for the Farmers Branch Local Government Corporation for the purpose of resale to Patrick Garza, and/or assigns the property described as Lot 17 in Block 3 of Green Meadow Estates, known as 13330 Veronica Lane, for the purchase and sale price of not less than \$245,000, with the resale of said property to be subject to a restriction agreement requiring construction of a single-family residence with approximately 3,000 square feet of air-conditioned space with an assessed value of the property upon the completion of construction inclusive of both land and improvements to be not less than \$750,000. The motion passed with the following vote:

Aye: Mayor Pro Tem Roman, Deputy Mayor Pro Tem Jackson, Councilmember Baird, Councilmember Reid, Councilmember Neal

ADJOURNMENT

Mayor Lynne adjourned the regular meeting at 9:16 p.m.

City Secretary Stacy Henderson, TRMC

Mayor Terry Lynne