



# City of Farmers Branch Action Meeting Minutes City Council

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

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Tuesday, August 5, 2025

6:00 PM

Council Chambers

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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 Nicole Corr, Director of Public Works Ray Silva-Reyes, Director of Parks and Recreation Rob Diaz, Police Chief Kevin McCoy, Fire Chief Daniel Latimer, Director of Innovation and Technology Joey Brock, and other City staff

## **CALL TO ORDER - STUDY SESSION (3:30 P.M.)**

Mayor Lynne called the meeting to order at 3:30 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.**

No members of the Council had comments related to Consent or Regular agenda items.

### **C.2 Discuss Community Events for Fiscal Year 2026.**

Parks and Recreation Director Rob Diaz gave a presentation explaining the background of the City's community events, the Event Subcommittee's feedback, highlights of the Fiscal Year 2026 event budget, and the proposed events for 2026.

Councilmember Villafranca recommended planning a backup venue for inclement weather for events that are outdoors.

### **C.6 Discuss a proposed columbarium project next to Keenan Cemetery.**

Mayor Lynne gave a presentation explaining what a columbarium is, the history of the Keenan Cemetery, the proposed area to install a columbarium, design ideas for the area, and the next steps to install a columbarium.

North Dallas Funeral Home & Cremation Services Founder John Brooks explained the growing demand for columbaria and the availability of columbaria in the surrounding area.

Councilmembers Reid and Villafranca spoke in favor of the columbarium project.

Councilmembers Roman and Neal and Mayor Pro Tem Bennett-Burton requested the following information:

- Cost of purchasing a niche.
- Design costs.
- Ongoing maintenance costs.

**C.3 Discuss an amendment to the Short-Term Rental Ordinance No. 3575, amending Chapter 26, Article VIII, Section 26-503 in the Code of Ordinances.**

Community Services Manager Barry Boyd gave a presentation explaining the difference between a short-term listing and a short-term rental unit, details regarding the third-party vendor that the City utilizes to track short-term rentals, current listings, and the amount of fees.

Council requested the following:

- How much property tax the City is paid from short-term rentals. (Mayor Pro Tem Bennett-Burton)
- A verification process be put in place to monitor if a short-term rental is receiving a Homestead Exemption. (Mayor Terry Lynne)

A majority of the Council was in favor of updating the registration fee to \$250.

**C.4 Discuss the slate list of Charter Review Committee members and the appointment of a Chair.**

City Secretary/Deputy Director of Administrative Services Erin Flores gave a presentation explaining the background of Charter appointments to date, the current slate list, and the next steps in the process.

The Council directed to bring this item back for discussion with additional appointees.

Mayor Lynne convened into Executive Session at 4:55 p.m.

**EXECUTIVE SESSION**

**D.1 The City Council will convene into a closed Executive Session pursuant to Section 551.089 of the Texas Government Code, regarding security assessments and security personnel.**

**D.2 The City Council will convene into 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 - a second alternate municipal court judge pursuant to Section 28-23 of the Farmers Branch Code of Ordinances.**

**D.3 The City Council will convene into closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.014.**

- D.4** The City Council will convene into closed Executive Session pursuant to Section 551.087 of the Texas Government Code to discuss economic development incentives for Farmers Branch Project 2025.015.
- D.5** The City Council will convene into closed Executive Session pursuant to Section 551.071 of the Texas Government Code to seek confidential legal advice from the City Attorney regarding the property located at 2645 Lyndon B. Johnson Freeway.
- D.6** The City Council may convene into a closed Executive Session pursuant to Section 551.074 of The Texas Government Code, Personnel Matters, to discuss the potential creation of an in house legal department, including staffing levels, qualifications, compensation, roles and responsibilities, and future considerations related to internalizing legal services.

#### **CALL TO ORDER - REGULAR MEETING**

Mayor Lynne called the Regular Meeting to order at 6:02 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**

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

#### **CONSENT AGENDA**

Mayor Lynne announced that Consent Agenda Item J.5 will be moved to Regular Agenda Item L.2.

- J.1** Consider approving the following City Council meeting minutes; and take appropriate action.
- July 15, 2025, City Council Meeting
- J.2** Consider approving Ordinance No. 3940 amending Chapter 56, Article XII, Vacant Buildings, Section 56-204 of the Code of Ordinances; and take appropriate action.
- J.3** Consider approving Resolution No. 2025-122 authorizing the City Manager to execute a professional services agreement with Forvis Mazars, LLP, for Financial Audit Services for Fiscal Year-End September 30, 2025, in the amount of \$131,650; and take appropriate action.
- J.4** Consider approving Resolution No. 2025-124 authorizing the execution of a Residential Demolition/Rebuild Program incentive agreement for a seven (7) year property tax rebate for the property located at 3411 Pebble Beach Drive; and take appropriate action.

~~J.5 Consider approving Resolution No. 2025-145 authorizing the City Manager to execute an economic development incentive agreement with Monitronics International, Inc., and BH Security, LLC; and take appropriate action. (Moved to Regular Agenda Item L.2)~~

**J.6 Consider approving Resolution No. 2025-134 authorizing an agreement in an amount not to exceed \$100,000 with WEX Bank through the Sourcewell cooperative purchasing program for fleet fuel purchases; and take appropriate action.**

**J.7 Consider approving Resolution No. 2025-085 awarding a contract to Accell Construction Inc., with a fixed bid amount of \$590,433 for the Rawhide Trail Phase 2 Project; and take appropriate action.**

**J.8 Consider approving Resolution No. 2025-137 accepting a grant reward of \$240,000 from the Motor Vehicle Crime Prevention Authority under the Taskforce Grant Program to support law enforcement agencies to combat motor vehicle theft, burglary from a motor vehicle, and/or fraud-related motor vehicle crime, and authorizing a City match of \$30,000; and take appropriate action.**

**A motion was made by Councilmember Roman, 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 Roman, Councilmember Reid, Councilmember Villafranca

## **PUBLIC HEARING**

**K.1 Conduct a public hearing and consider adopting Ordinance No. 3934 granting a Specific Use Permit (SUP) for a drive-through restaurant on approximately 0.86 acres located at 4169 LBJ Freeway within Planned Development District No. 68 (PD-68); and take appropriate action.**

Lead Planner Brett Mangum gave a presentation explaining the site location, details regarding the proposed development, and the recommendation from the Planning and Zoning Commission.

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

**A motion was made by Deputy Mayor Pro Tem Neal, seconded by Councilmember Villafranca, to close the public hearing and adopt Ordinance No. 3934 as presented. The motion carried with the following vote:**

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

**K.2 Conduct a public hearing and consider adopting Ordinance No. 3935 to rezone approximately 2.12 acres of property located at 14500 Landmark Boulevard from a Light Industrial (LI) zoning district to Planned Development District No. 109 (PD-109) zoning district to allow a multi-family residential development and establish related development standards; and take appropriate action.**

Lead Planner Brett Mangum gave a presentation explaining the background of the location, the details of the proposed development, and who would be responsible for utilities and emergency services.

**A motion was made by Councilmember Reid, seconded by Councilmember Villafranca, to close the public hearing. The motion carried with the following vote:**

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

**A motion was made by Councilmember Reid, seconded by Councilmember Villafranca, to adopt Ordinance No. 3935 as presented. The motion carried with the following vote:**

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

### **REGULAR AGENDA ITEMS**

**L.1 Consider adopting Ordinance No. 3938 authorizing the issuance and sale of City of Farmers Branch, Texas, General Obligation Bonds, Series 2025, in an aggregate principal amount not to exceed \$5,500,000; levying a tax in payment thereof; authorizing the execution and delivery of a Bond Purchase Agreement, a Paying Agent/Registrar Agreement and a Bond Counsel Engagement Letter; approving the Official Statement; and take appropriate action.**

City Manager Ben Williamson gave a presentation explaining the timeline of issuing the debt and the financial details of the current bond issuances.

**A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to adopt Ordinance No. 3938 as presented. The motion carried with the following vote:**

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

**L.2/J.5 Consider approving Resolution No. 2025-145 authorizing the City Manager to execute an economic development incentive agreement with Monitronics International, Inc., and BH Security, LLC.; and take appropriate action.**

City Manager Ben Williamson gave a presentation explaining the background of the item, details of the agreement, and legal items still needed.

**A motion was made by Councilmember Reid, seconded by Mayor Pro Tem Bennett-Burton, to adopt Resolution No. 2025-145 as presented with the addition of allowing the City Manager to negotiate and execute. The motion carried with the following vote:**

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

### **STUDY SESSION ITEMS**

**C.5 Discuss Council liaison positions and consider filling vacancies.**

City Secretary/Deputy Director of Administrative Services Erin Flores gave a presentation explaining the current vacancies.

The majority of the Council was in favor of Councilmember Villafranca being appointed as liaison to Metrocrest Services.

Council directed to bring back a discussion on the Sister City Program.

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

The Council gave updates related to outside organizations and other meetings attended.

**C.8 Review and discuss future agenda items.**

The following future agenda items were requested:

- Discussion on the implementation of Penal Code 30.07 for all City buildings. (Councilmember Reid)
- Executive Session to discuss DART with a representative from the company. (Councilmember Roman)
- Discussion on Councilmembers making reports to Council if meeting with outside organizations. (Mayor Terry Lynne)

City Attorney Nicole Corr advised Councilmembers reporting to Council after meeting with outside organizations will be added to the discussion regarding Rules of Procedure for Council.

Mayor Lynne reconvened into Executive Session at 7:03 p.m.

**EXECUTIVE SESSION**

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Mayor Lynne reconvened the Regular Agenda at 8:41 p.m.

**TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION**

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

**ADJOURNMENT**

Mayor Lynne adjourned the meeting at 8:41 p.m.

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City Secretary Erin Flores, TRMC

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Mayor Terry Lynne