



City of Farmers Branch Action Meeting Minutes City Council

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

Tuesday, September 2, 2025

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 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 (4:00 P.M.)

Mayor Lynne called the meeting to order at 4:00 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.

Council had questions on the following items:

- Item J.6 related to replastering of the pool at the Margaret Young Natatorium (Councilmember Neal)
- Item J.8 related to the City Hall and library elevator renovations (Councilmember Neal)
- Requested Item J.10 related to fleet vehicle purchases be moved to the regular agenda (Councilmember Neal)

C.2 Receive a presentation from Emergency Management regarding the City's response and preparation during an emergency event or disaster.

Emergency Management Coordinator Luke Parten gave a presentation on the following:

- The emergency preparedness efforts taken by the City
- Coordination efforts with neighboring cities and regional partners
- Notification process for residents

The following requests were made by the Council:

- A process for regular cleanup of Rawhide Creek be established (Mayor Pro Tem Bennett-Burton, Councilmember Roman)
- More information on how residents can participate in Metro X as a volunteer (Councilmember Villafranca)
- Information be included in the Branch Alert about how residents can turn off their gas during an emergency (Councilmember Villafranca)
- Research on how to mitigate flooding due to construction debris (Councilmember Roman)

C.3 Discuss an amendment to the Code of Ordinances related to parking regulations for oversized vehicles in residential areas.

Community Services Manager Barry Boyd gave a presentation explaining:

- The proposed ordinance's objectives
- The history of ordinances related to oversized vehicles
- Comparison of regulations on oversized vehicles in neighboring cities

Council requested the following:

- Information on how home-based businesses will be addressed (Mayor Pro Tem Bennett-Burton)
- More of a compromise be included regarding work vehicles that do not store junk (Councilmember Roman)
- A solution on the issue be determined by October (Councilmember Neal)
- Information from the City Attorneys regarding Senate Bill 2464 (Councilmember Neal)
- A grace period be included in the ordinance (Councilmember Villafranca)

Mayor Lynne convened in Executive Session at 4:54 p.m.

EXECUTIVE SESSION

D.1 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 – the municipal court judge pursuant to Section 28-23 of the Farmers Branch Code of Ordinances.

D.2 The City Council will convene into a closed Executive Session pursuant to Section 551.071 of the Texas Government Code, Consultation with Attorney, to seek legal advice regarding matters related to Dallas Area Rapid Transit (DART), including but not limited to correspondence, programs, funding, agreements, and any associated legal rights, obligations, or potential actions.

CALL TO ORDER - REGULAR MEETING

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

INVOCATION & PLEDGE OF ALLEGIANCE

Mayor Lynne led the invocation and pledges of allegiance.

CEREMONIAL ITEMS

G.1 Presentation of the Employee of the Month Award for July 2025 to Christopher “Todd” Worley of the Fire Department.

Mayor Lynne presented the Employee of the Month Award to Firefighter Todd Worley

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 public.

CONSENT AGENDA

- J.1 Consider approving the following City Council meeting minutes; and take appropriate action.**
- **August 19, 2025, City Council Meeting**
- J.2 Consider excusing the absence of Councilmember Omar Roman from the August 26, 2025, Budget Town Hall; and take appropriate action.**
- J.3 Consider approving Resolution No. 2025-141 awarding an Investment Advisor Services Contract to Hilltop Securities Asset Management; and take appropriate action.**
- J.4 Consider approving Resolution No. 2025-174 authorizing the City Manager to execute the First Amendment to the Economic Development Incentive Agreement with Southwest Airlines; and take appropriate action.**
- J.5 Consider approving Resolution No. 2025-140 authorizing the first amendment to the Professional Services Agreement with NewGen Strategies and Solutions, LLC, for the Water and Wastewater Retail Rate Study, in the amount of \$19,957; and take appropriate action.**
- J.6 Consider approving Resolution No. 2025-081 authorizing the City Manager to enter into an agreement with Aqua-Rec, Inc. for the replastering of the Natatorium pool at the Farmers Branch Aquatics Center Lap and Therapy Pools in the amount of \$76,750; and taking appropriate action.**
- J.7 Consider approving Resolution No. 2025-167 authorizing the City Manager to negotiate, Execute and amend an agreement for the renewal of licensing, annual maintenance, and support for the City’s budgeting and financial transparency system, in an amount not to exceed \$77,900; and take appropriate action.**
- J.8 Consider approving Resolution No. 2025-111 for an agreement with Elevated Services Group, Inc., for elevator modernization (replacements) at City Hall and the Manske Library in an amount not to exceed \$454,151, authorizing the City Manager to execute the agreement; and take appropriate action.**
- J.9 Consider approving Resolution No. 2025-110 authorizing an agreement with ACIS Innovative Solutions, Inc., for HVAC services in an amount not to exceed \$767,008.17 and authorizing the City Manager to execute the agreement; and take appropriate action.**

~~**J.10 Consider approving Resolution No. 2025-175 authorizing the City Manager to execute appropriate agreements and provide the payment on the City's behalf for the purchase of Fleet vehicles in the aggregate amount of \$1,424,688; and take appropriate action.**~~ *(Moved to Regular Agenda Item L.4)*

A motion was made by Councilmember Roman, seconded by Councilmember Reid, 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 on the Proposed Fiscal Year 2025-26 Operating and Capital Improvement Program Budget in accordance with Article IV of the City Charter; and take appropriate action.

City Manager Ben Williamson presented on the following:

- Goals of the budget
- Budget timeline
- Fund balance goals
- Budget Communication Plan
- Feedback from the public
- Next steps in the process

There were no requests from the Council on this item.

A motion was made by Councilmember Neal, seconded by Mayor Pro Tem Bennett-Burton, to schedule a vote to adopt the budget and ratify the tax revenue increase reflected in the budget during a meeting to be held September 16, 2025, at 6:00 p.m. at City Hall, Farmers Branch, Texas. 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.2 Discuss End-of-Year Budget Adjustments for FY 2024-25.

City Manager Ben Williamson presented on:

- Details regarding the revised 2024-2025 budget
- Council priorities
- Potential projects for the excess funds
- Next steps in the budget process

Council requested the following allocations for the \$2.3 million in excess funds:

- \$1 million be allocated to capital improvement projects (CIP), \$200,000 to the columbarium project, \$500,000 to parks, \$200,000 for economic development, \$200,000 for the Demolition/Rebuild

- Program, and \$200,000 for the fitness park at the Justice Center (Mayor Terry Lynne)
- Allocate to the fund balance or distribute the funds to the residents (Mayor Pro Tem Bennett-Burton)
- Allocate the entire amount to the CIP fund, targeting the three current park projects (Councilmember Reid)
- \$1.5 million to the general fund, some of the money go to the columbarium and to the fitness park at the Justice Center, and \$200,000 to economic development (Councilmember Villafranca)
- \$1 million in the landfill fund, \$1 million in the general fund, and the remaining \$300,000 be used for a traffic signal in District 2, possibly swapping a traffic light that is not needed in District 5 (Councilmember Neal)
- A park in District 5 (Councilmember Neal)
- Allocate money to parks (Councilmember Roman)

Council requested the following information:

- Explanation of costs for the fitness park for the Justice Center (Councilmember Neal)
- A comparison of allocations to Squire Park, Mercer Park, and the fitness park for the Justice Center (Councilmember Roman)
- Reimbursement amount for residents (Mayor Pro Tem Bennett-Burton)

The Council was in favor of allocating the entire amount to the general fund for later use.

L.1 Discuss and provide direction to staff regarding the Farmers Branch Animal Adoption Center Expansion Project.

Deputy Director of Community Services Scott Webster gave a presentation on:

- Background of the project
- Opportunities for the expansion
- The proposed plan for expansion
- The financial impact of the project

The Council was in favor of the expansion proposal.

L.3 Consider approving Resolution No. 2025-120, authorizing an agreement with Teague Nall and Perkins, Inc. for professional services for the completion of the north portion of Mercer Park within the Mercer Place Subdivision in the amount of \$181,550; and take appropriate action.

Director of Parks and Recreation Robert Diaz presented on:

- Background of the project
- Design aspects of the project
- Amenities and civil improvements included in the design
- Current project expenditures

Council requested the following:

- A shortened timeline for the project start date (Councilmember Neal)

A motion was made by Councilmember Reid, seconded by Councilmember Roman, to adopt Resolution No. 2025-120 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.4/J.10 Consider approving Resolution No. 2025-175 authorizing the City Manager to execute appropriate agreements and provide the payment on the City's behalf for the purchase of Fleet vehicles in the aggregate amount of \$1,424,688; and take appropriate action.

Fleet Operations Manager Kevin Reinartz presented on the following:

- Background of the requested purchases
- Vehicles being purchased and their costs

Council requested the following:

- Consideration of vehicle options other than the two listed electric Ford F150s (Councilmember Neal)

A motion was made by Councilmember Villafranca, seconded by Councilmember Reid, to adopt Resolution No. 2025-175 as presented. The motion carried with the following vote:

Aye: Councilmember Roman, Councilmember Reid, Councilmember Villafranca

Nay: Councilmember Neal

Abstain: Mayor Pro Tem Bennett-Burton

STUDY SESSION ITEMS

C.4 Discuss the Sister City Program.

Deputy Director of Economic Development Darren Harris gave a presentation on:

- Background of the Sister City program
- Locations of current Sister Cities
- Possible future events

Council requested the following:

- Council to consider Mexico and Korea for Sister Cities (Councilmember Villafranca)
- More information on the background of the Sister City program (Councilmember Roman)

C.5 Discuss and provide direction on the Demolition-Rebuild Program.

Deputy Director of Economic Development Darren Harris presented on:

- Background of discussions
- Developer feedback
- Current program guidelines
- Rebate options

The majority of Council was in favor of not having a cash grant but in favor of providing a four-year tax abatement.

C.6 Receive an update from the Mayor and Council Members regarding board liaison information from outside organizations and other meetings attended.

The Council gave updates regarding outside organizations and other meetings attended.

C.7 Review and discuss future agenda items.

Council requested the following future agenda items:

- Update on study on creeks for water and wastewater (Mayor Pro Tem Bennett-Burton)
- Update on the unhoused situation (Councilmember Villafranca)
- Separation of quarterly legal updates and legislative updates on future agenda item list (Councilmember Neal)

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 8:06 p.m.

City Secretary Erin Flores, TRMC

Mayor Terry Lynne