



City of Farmers Branch Action Meeting Minutes City Council

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

Tuesday, July 14, 2026

5:00 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 (*remote attendance*)

Board Chairs Present: Animal Shelter Advisory Committee Chair Kristina Valentine, Arts & Culture Committee Chair Brianna Cattell, Charter Review Committee Chair Cristal Retana, Farmers Branch Manske Library Board Chair John Giolma, Historical Preservation & Restoration Board Chair Ginny Welch, Parks & Recreation Board Vice Chair Stephen Stremel, Planning & Zoning Commission Chair Amber Raley, Senior Advisory Board Chair Matt Rice, Sustainability Committee Chair Price Trosin, and Zoning Board of Appeals & Building Code Board of Appeals Chair Brad Nobbe

City Staff Present: City Manager Ben Williamson, Deputy City Manager Jawaria Tareen, Director of Administrative Services Stacy Henderson, Senior Management Analyst Erin Flores, Parks and Recreation Director Robert Diaz, Planning Director Tara Bradley, Lead Planner Brett Mangun, Planner Brian Campbell, Darren Harris, Deputy Director of Economic Development, Derek Hull, Director of Community Services, Police Chief Kevin McCoy, and other City staff

CALL TO ORDER – JOINT CITY COUNCIL AND BOARD CHAIR MEETING (5: 00 P.M.)

Mayor Lynne called the meeting to order at 5:00 p.m.

PUBLIC COMMENTS

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

REGULAR AGENDA ITEMS

C.1 Discuss training opportunities for City Boards and Commissions to support effective governance and prepare members for their roles and responsibilities.

Council Discussion

Council discussed the importance of ongoing training for board and commission members to support effective governance, informed decision-making, and understanding of board responsibilities. Discussion included opportunities to utilize training provided by the Texas Municipal League (TML) and other organizations, as well as inviting subject matter experts to provide board-specific educational presentations.

Council Requests/Follow-Up Items

- Encourage board and commission members to participate in relevant training opportunities, including Texas Municipal League (TML) webinars and other board-specific educational programs. (Councilwoman Bennett-Burton)

- Encourage Board and Commission Chairs to identify and recommend training opportunities and subject matter experts that support their respective boards' responsibilities. (Mayor Lynne)

C.2 Board Chair opportunity to provide feedback, guidance, and discuss ongoing and future items as they relate to their specific board.

Animal Shelter Advisory Committee

Chair Valentine provided an update on the Committee's upcoming quarterly meeting, increased off-site adoption and community outreach efforts, public education initiatives, and progress on the donated cat kennel expansion project.

Council Requests/Follow-Up Items

- Explore opportunities to expand community outreach and off-site adoption events, such as utilizing the animal adoption truck, through partnerships with schools, community events, and other organizations, while considering staff capacity and animal welfare. (Councilwoman Gonzalez)
- Provide information regarding the Animal Shelter's donation wish list and ensure it is easily accessible to the public. (Councilwoman Gonzalez/Councilwoman Bennett-Burton)
- Provide an update regarding the Trap-Neuter-Return (TNR) program, including how many traps the City has. (Councilmember Bennett-Burton)
- Provide an update on the timeline for the cat solarium expansion project. (Councilwoman Bennett-Burton)
- Evaluate opportunities to increase public awareness of City boards, commissions, and City services through informational displays or outreach at City Council meetings, while considering staffing impacts and volunteer participation. (Mayor Pro Tem Reid)

Arts & Culture Committee

Chair Cattell provided an update on the upcoming Arts in the Park event, multicultural programming, recognition of local artists, and ongoing work plan initiatives.

Council Requests/Follow-Up Items

- Provide information or a presentation regarding artwork being installed along the Westside Art Trail. (Mayor Pro Tem Reid)
- Explore opportunities to display Carrollton-Farmers Branch ISD student artwork as part of Branch Arts Live. (Councilwoman Gonzalez)

Charter Review Committee

Chair Retana provided an update on the Committee's progress, current review schedule, meeting procedures, and resources supporting the Charter review process. Council discussed the Committee's progress and commended the members for their preparation, participation, and collaborative work.

Council Requests/Follow-Up Items

- Evaluate relocating future Charter Review Committee meetings to the Council Chambers to provide additional meeting space and accommodate public attendance. (Chair Retana/Mayor Lynne)
- Provide Charter Review Committee members with comparable city charters prior to meetings to support preparation and discussion. (Chair Retana)
- Continue providing Council recommendations and committee materials in the Charter review rubric for use during article-by-article review. (Chair Retana)
- Establish guidelines regarding staff participation during Charter Review Committee meetings, including identifying appropriate staff to attend meetings based on the Charter sections under review. (Chair Retana)

Farmers Branch Manske Library Board

Chair Giolma provided an update on the Library Board's community outreach initiatives, efforts to reestablish the Friends of the Library nonprofit organization, and opportunities to distribute donated books through community partners.

Council Requests/Follow-Up Items

- Explore partnerships with local schools and other community organizations to distribute donated adult books. (Councilwoman Gonzalez)
- Explore opportunities to distribute donated books through the Branch Connection, Rotary Club book donation program, and Little Free Libraries. (Councilwoman Villafranca/Mayor Lynne)

Historical Preservation & Restoration Board

Chair Welch provided an update on the Board's recent activities, including recognition of 50-year businesses and residents, updates to the docent manual, Veterans recognition efforts at Keenan Cemetery, volunteer support from local Scout troops, strategic planning initiatives, and participation in the City's 80th Anniversary celebration.

Council Requests/Follow-Up Items

- Continue recruiting applicants to fill vacancies on the Historical Preservation and Restoration Board. (Councilwoman Villafranca)
- Provide an update regarding preservation efforts and future restoration plans for the historic log cabins. (Councilwoman Bennett-Burton)
- Explore opportunities to highlight historical milestones and significant events through a community calendar, historical displays, and information published on the City website. (Mayor Pro Tem Reid)

Parks & Recreation Board

Vice Chair Stremel provided an update on Mercer Crossing Park, Parks and Recreation facilities, community events, and citizen engagement initiatives.

Council Requests/Follow-Up Items

- Continue advancing the Mercer Crossing Park project as funding becomes available. (Mayor Pro Tem Reid/Councilwoman Gonzalez)
- Continue evaluating options to accommodate growing attendance at the City's Independence Day celebration, including event layout and use of available park space. (Mayor Pro Tem Reid)

Planning & Zoning Commission

Chair Raley provided an update on the Commission's ongoing work, including revisions to the landscape ordinance, and highlighted upcoming training opportunities for Planning and Zoning Commission and Board of Adjustment members.

Council Requests/Follow-Up Items

- Encourage Planning and Zoning Commission and Board of Adjustment members to attend the American Planning Association training for elected and appointed officials. (Chair Raley)

Senior Advisory Board

Chair Rice provided an update on programs and activities at the Branch Connection, including senior programming, volunteer initiatives, veterans programs, wellness classes, educational seminars, community events, and new recreational opportunities for older adults.

Council Requests/Follow-Up Items

- Explore opportunities to expand sponsorships and donations to support programs and activities at the Branch Connection, consistent with City policies. (Mayor Lynne)
- Continue providing educational programs for older adults on fraud prevention, scams, and elder abuse awareness. (Mayor Pro Tem Reid/Mayor Lynne)

Sustainability Committee

Chair Trosin provided an update on the City's sustainability initiatives, including the LEED for Cities - Gold certification, implementation of smart water meters, water conservation rebate programs, and ongoing collaboration

with other boards and commissions to advance sustainability efforts.

Council Requests/Follow-Up Items

- Continue evaluating water conservation initiatives, including xeriscaping, recommended native trees and plants, composting, and rain barrel programs. (Councilwoman Villafranca/Mayor Pro Tem Reid)
- Explore opportunities to expand recycling options at City facilities and community events. (Chair Welch)
- Continue providing residents with educational resources regarding smart water meters, water conservation, and leak detection. (Councilwoman Bennett-Burton)

Zoning Board of Appeals & Building Code Board of Appeals

Chair Brad Nobbe provided a brief update on the Board's recent activities and noted that, as a quasi-judicial body, the Board had no significant updates to report.

ADJOURNMENT

There being no further business to come before the City Council and Planning the Board Chairs, Mayor Lynne adjourned the City Council Joint Meeting Work Session at 6:35 p.m.

Interim City Secretary Stacy Henderson, TRMC

Mayor Terry Lynne