



City of Farmers Branch

Minutes

Historical Preservation & Restoration Board

Farmers Branch
Dodson House
2540 Farmers Branch Ln
Farmers Branch, TX 75234

Thursday November 14, 2024

6:30 PM

Dodson House

Absent	3 – Member Ann Christman, Chair Missy Dours, and Alternate Sharon Montgomery
Presiding	1 – Vice Chair Christian Martinez
Present	5 – Member Samaria Cate, Member Van Reece, Alternate Elizabeth Villafranca, Member Teresa Webster, and Member Ginny Welch
Staff	1 – Hillary Kidd, Historical Park Manager

Alternate Elizabeth Villafranca is filling in as a voting member for the meeting.

A. CALL TO ORDER

The meeting was called to order by Vice Chair Christian Martinez at 6:30 PM.

B. CITIZEN COMMENTS

This agenda item provides an opportunity for citizens to address the Board or Committee on any matter that is not posted on the agenda. Anyone wishing to address the Board or Committee should complete a Citizen Comments Registration Form and submit it to the Board Liaison or Board Chair prior to the start of the meeting. There is a three (3) minute time limit for each citizen to speak with a reasonable limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic item. Anyone wishing to speak shall be courteous and cordial.

The Board or Committee is not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Chair may have the item placed on a future agenda for action; refer the item to the City Administration for further study or action; briefly state existing City policy; or provide a brief statement of factual information in response to the inquiry.

There were no comments made.

C. AGENDA ITEMS

24-862 Consider approval of the October 24, 2024 meeting minutes; and take appropriate action.

Member Samaria Cate moved the minutes of the October 24, 2024 Board minutes be approved as written. Alternate Elizabeth Villafranca seconded. Motion carried by the following vote:

Absent 3 – Member Ann Christman, Chair Missy Dours, and Alternate Sharon Montgomery

Aye 5 – Member Samaria Cate, Member Van Reece, Alternate Elizabeth Villafranca, Member Teresa Webster, and Member Ginny Welch

24-863 Receive an Event Center update; and take appropriate action.

Historical Park Manager, Hillary Kidd gave the most recent update. The grand opening is set for Wednesday, November 20, 2024 at 2 PM. The members of the James A. Smith Masonic Lodge # 395 will conduct the Cornerstone Ceremony. Perla Tavera, Director of Economic Development, Tourism, and Planning will present an update on the punch list at a future meeting.

24-864 Receive Historical Park Quarterly Reports: Forth Quarter/Year End FY 23-24.

Hillary Kidd, Historical Park Manager presented the fourth quarter/Year End Report which includes October 2023 through September 2024. The report showed an overall revenue increase of 150% for the fourth quarter and a 19% revenue increase for the year. This past fiscal year, the Historical Park accomplished numerous goals with building repairs completed, an overall increase in revenue and rentals, as well as a decrease in expenditures. Construction was completed on the Event Center, Venue 1842. The Historical Park won TRAPS awards for the Charcuterie Board class and the Day of the Dead Celebration. Two shipping containers added much needed storage to our Maintenance Shed area. The exterior restoration of the Depot was completed, bringing us almost to completion on the deferred maintenance projects, with Queen Anne Victorian Cottage and Gilbert House roof replacement scheduled to be completed in the upcoming fiscal years.

24-865 Discuss the Witness to History Award; and take appropriate action.

Messina Shoe Repair's application was returned along with supporting documentation. Member Van Reece made a motion to accept Messina's Shoe Repair as the business recipient for the 2024 Witness to History Award. Member Samaria Cate seconded. Motion carried by the following vote:

Absent 3 – Member Ann Christman, Chair Missy Dours, and Alternate Sharon Montgomery

Aye 5 – Member Samaria Cate, Member Van Reece, Alternate Elizabeth Villafranca, Member Teresa Webster, and Member Ginny Welch

24-866 Receive an update on Historical Park current projects, events, and upcoming activities.

Historical Park Manager, Hillary Kidd gave the update.

A listing of events was included in the current Board packet. Highlights for upcoming events include:

- Dec 2 – Mad Hatter Tea (Mar 1) and summer camps go on sale
- Dec 7 and 14 – Christmas Teas (sold out), 10 AM and 1 PM
- Dec 7, 14, and 21 – Christmas Exhibit Tours, 12 PM
- Dec 7 – Christmas Carnival (Special Events), 5 – 9 PM
- Dec 13 and 20 – Christmas Exhibit Tours (lantern led), 6 & 7 PM

Beginning December 1, the Historical Park’s operating hours will change to:

Monday through Friday from 8 AM – 5 PM

Saturday from 12 – 5 PM

Sunday closed

24-867 Receive an update from Board members on parks, programs, events, or facilities attended in the City of Farmers Branch.

Alternate Sharon Montgomery and Secretary Ginny Welch attended the Day of the Dead Celebration on November 1, 2024. Alternate Elizabeth Villafranca attended City Council meeting(s). Elizabeth Villafranca and Ginny Welch attended the Veterans Day Celebration on November 11, 2024. Chair Missy Dours presented the Annual Presentation to City Council on November 12, 2024.

24-868 Discuss agenda items for future Historical Preservation and Restoration Board meetings.

- Vote on Witness to History Award individual application(s).
- Receive a Farmers Branch Keenan Cemetery update.

D. ADJOURNMENT

Vice Chair Christian Martinez adjourned the meeting at 7:07 PM.

Chair

Secretary