



# City of Farmers Branch

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

## Meeting Minutes

### City Council

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Tuesday, May 19, 2020

6:00 PM

Council Chambers

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This meeting will be open to the public and/or viewable via Zoom Videoconference. Texas Governor Greg Abbott has granted temporary suspension of the Open Meetings Act to allow telephone or videoconference. These actions are being taken to mitigate the spread of COVID-19.

The City Council will conduct the meeting by video conference and live at City Hall utilizing telephonic capabilities. Any residents wishing to speak are invited to attend the City Council meeting at City Hall in person or via zoom if related to the Public Hearing item.

Members are entitled to participate remotely via Zoom Teleconferencing.  
To join the meeting by videoconference visit the link below:  
<https://farmersbranchtx.gov/councilmeeting>

Or iPhone one-tap:US: +13462487799,,89566232720#

Or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 346 248 7799 or +1 253 215 8782 or +1 669 900 9128 or +1 312 626 6799

Webinar ID: 895 6623 2720

The meeting will be recorded and uploaded to the City website following the conclusion of the meeting.

**Presiding:** 1 - Mayor Robert Dye

**Present:** 5 - Mayor Pro Tem John Norwood, Council Member Bronson Blackson, Council Member Mike Bomgardner (remote), Deputy Mayor Pro Tem Terry Lynne (remote) and Council Member Cristal Retana (remote)

**Staff:** - City Manager Charles Cox, Deputy City Manager John Land(remote), Assistant City Manager Benjamin Williamson(remote), City Secretary Amy Piukana, City Attorney Peter G. Smith, Police Chief David Hale (remote), Fire Chief Steve Parker (remote), Director of Human Resources Brian Beasley(remote), Director of Public Works Marc Bentley (remote), Director of Sustainability & Health Shane Davis (remote), Director of Planning & Zoning AICP Tina M. Figgins (remote), Director of Economic Development Allison Cook(remote), Director of Library Denise Wallace (remote), Building Official Hugh Pender (remote), Director of Information Services Mark Samuels(remote), Director of Communications Tom Bryson and Director of Fleet & Facilities Kevin Muenchow(remote)

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

Mayor Dye called the meeting to order at 6 p.m.

**B. INVOCATION & PLEDGE OF ALLEGIANCE**

Mayor Dye led the Invocation, Pledge of Allegiance and Pledge to the Texas Flag.

**C. CEREMONIAL ITEMS****C.1 20-253 Receive a presentation honoring 2019 fallen peace officers in observance of National Police Week**

Police Chief David Hale provided a presentation honoring 2019 fallen Peace Officers in observance of National Police Officers Week.

**D. MAYOR AND CITY MANAGER'S REPORT ON ITEMS OF COMMUNITY INTEREST**

Mayor Dye and City Manager Charles Cox provided a report on items of Community Interest.

**E. CITIZEN COMMENTS**

There were no citizens that wished to speak.

**F. CONSENT AGENDA****F.1 20-244 Consider approving the following City Council meeting minute(s); and take appropriate action  
May 5, 2020****F.2 R2020-58 Consider approving Resolution No. 2020-58 authorizing the Mayor to execute an Agreement of Cooperation for Community Development Block Grant HOME Program with Dallas County for a period of three years; and take appropriate action****F.3 R2020-57 Consider approving Resolution No. 2020-57 adopting the Dallas County Hazard Mitigation Action Plan Update 2020; authorizing incorporation of said updated Plan into the City's Emergency Operations Plan; and take appropriate action****F.4 R2020-62 Consider approving Resolution No. 2020-62 authorizing the City Manager to purchase replacement desktop, laptop and rugged mobile computer systems and associated accessories in an amount not to exceed \$130,000 from Dell Marketing, L.P.; and take appropriate action****F.5 R2020-063 Consider approving Resolution No. 2020-63 awarding the bid and authorizing a unit price contract to Aushill Construction, LLC. for the Water Main Replacement 2020; and take appropriate action**



- F.6 R2020-59** Consider approving Resolution No. 2020-59 authorizing the City Council to appoint a shared member to serve on DART Board of Directors; and take appropriate action
- F.7 R2020-64** Consider approving Resolution No. 2020-64 authorizing the City Council to appoint Mayor Kevin Falconer as Primary Representative and Mayor Robert C. Dye as the Alternate Representative to the Regional Transportation Council; and take appropriate action
- F.8 20-263** Consider appointing a member to the Mayor's IH-35E Betterments Task Force; and take appropriate action
- F.9 R2020-65** Consider approving Resolution No. 2020-65 authorizing the Mayor to establish Select Committees; and take appropriate action

Motion made by Council Member Blackson to approve Consent Items F.1 through F.9, as presented. Motion seconded by Mayor Pro Tem Norwood. Motion approved unanimously.

## **G. REGULAR AGENDA ITEMS**

- G.1 20-251** Discuss and receive medical, city facility programming, and financial updates related to the COVID-19 Pandemic

Fire Chief Steve Parker briefed City Council regarding this item. He reviewed the Executive Order GA-21, Dallas County updates including COVID data, Testing, EMS response, Financials, Grants, Donations, UT Southwestern Medical Center analysis, and Metrocrest Services financial support.

The City Council discussed masks for Branch Connection, Deputy Mayor Pro Tem Lynne noted he personally purchased protective masks and delivered to the Branch Connection.

Director of Finance Sherrelle Evans-Jones briefed City Council regarding revenues to watch, reviewing Municipal Court (Projected Revenue Loss FY19-20 \$140,000), Parks and Recreation (Projected FY 19-20 Revenue Loss \$500,000), Sales Taxes (FY 19-20 Revenue Loss projected \$1.2 mill), and Hotel Motel Taxes (Projected Revenue Loss FY 19-20 \$1.1 mill).

Ms. Evans-Jones explained that with other revenues such as Water/Sewer, the city is 4% ahead of budget through April 2020 and noted property taxes collected in April increased by \$165,000. She noted property tax is supported debt, noting Bond issuance will continue without negative financial impacts to the budget.

The City Council discussed projections, Municipal Court revenue, budget trends, hotel audits for tax purposes, expenditure fund execution process, and if any City fees are being waved. Deputy Mayor Pro Tem Lynne asked for the number of outstanding warrants and a list of Hotel Motel debt to City.

Ms. Evans-Jones explained Staff is gathering data to create three scenarios of action plans to move forward noting no fees have been waved in Municipal Court at this time. She explained night court and E-Court (Zoom Options) have been utilized to assist the public.

City Manager Charles Cox explained Code Enforcement citations have been reduced, with written notices provided. He further stated Municipal Court has been closed.



Director of Parks & Recreation Michael Mashburn briefed City Council regarding this item. Mr. Mashburn reviewed the Recreation Center noting opening of the second floor would occur, once 50% capacity is permitted. He reviewed plans to move Summer Funshine and Teen Camp to The Branch Connection, which is subject to 25% building capacity. He stated the goal is to begin renovation of the first floor, if the budget allows. He reviewed the estimated total of \$1,882,000, which does not include equipment purchase. Mr. Mashburn explained the Branch Connection will remain closed through summer months and online programming will be available. He stated the Frog Pond and Natatorium will open June 15 at 25% capacity with slides and play features closed. He noted the indoor pool would be closed until 50% capacity is permitted. He explained the Independence Day Celebration would have limited capacity at the Historical Park or be moved to Brookhaven College. He explained on May 31 youth athletics opens and May 25 the Dog Park reopens.

The City Council discussed amenities such as lounge chair availability, concessions and the innovative solutions, increased capacity for the Summer Funshine Program, special events and locations near DART, rebroadcasting Denton Drive Live, playground equipment use, moving forward with the new normal, the possibility of utilizing portable kiosks to scan seniors for temperature prior to entering the Branch Connection facility.

Mayor Pro Tem Norwood asked if direction from Council is necessary for the Recreation Center.

Mr. Mashburn explained Council direction is needed to help him prioritize projects.

After discussion, the City Council agreed unanimously to move forward with Recreation Center renovation project.

Assistant City Manager Ben Williamson briefed City Council regarding Facility Openings.

## G.2 20-224

### Report on results of the Solar Feasibility Study

Sustainability Manager Katy Evans and Consultants Adam Shor and Dan Poydenis provided a Solar Feasibility Study to the City Council. The following summary was provided:

- feasible for the City to build solar on several of the City-owned buildings, predominantly those with a larger rooftop area, and evaluate the inclusion of solar from the potential solar landfill project during its ongoing discussions with retail electricity providers for the City's next long-term electricity contract.

- have secured an Oncor subsidy for the rooftop projects in the amount of \$313,000 that will reduce the cost to the City, should it elect to move forward.

We - recommend the City pursue a self-ownership model of the rooftop projects and pursue a third-party ownership model of the landfill project. Next steps would be to complete the development of the projects so that the estimates herein can be refined to reflect actual costs and numbers which can then be relied upon for installation of the projects.

The proposed City rooftops were identified: City Hall, Margaret Young Natatorium, Manske Library, Community Recreation Center, and Landfill Solar Project.

The City Council discussed cost recovery, grants, green approach, Oncor deadline, and construction timeline.

Mayor Pro Tem Norwood asked Ms. Evans if she supported all four locations. Ms. Evans replied stating she recommends starting with the Manske Library and Recreation Center.

Mayor Pro Tem Norwood stated more research is necessary noting now may not be the right timing.



Deputy Mayor Pro Tem Lynne stated more discussion is necessary, noting at this point, he is opposed.

Council Member Retana explained more research is necessary on savings over the years.

Council Member Bomgardner stated he supports solar at the Library.

Council Member Blackson requested a future discussion on this item.

Mayor Dye stated he supports this project. He stated reducing cost and supporting green initiatives is his goal for the future of Farmers Branch.

### **Receive an update on the Census**

G.3 20-249

This item was not discussed.

G.4 20-252

### **Consider a Board and Commission appointment to the Census 2020 Complete Count Committee; and take appropriate action**

A motion was made by Council Member Bomgardner to appoint Stacey Baker to the Census 2020 Complete Count Committee. Motion was seconded by Council Member Blackson. Motion approved unanimously.

G.5 20-219

### **Discuss agenda items for future City Council meetings**

Deputy Mayor Pro Tem Lynne suggested the City hold a shredding event.

G.6 20-17

### **Consider authorizing the City Manager to negotiate and execute an interlocal cooperation agreement with Dallas County for distribution of CARE Act Funds; and take appropriate action**

City Manager Charles Cox explained the State announced distribution of State CARES Funds to local governments in the amount of \$55/per person based on population. He noted Staff will need policy direction from Council on future programs that may benefit from these funds.

Motion made by Mayor Dye to authorize the City Manager to negotiate and execute an interlocal agreement with Dallas County for CARE Act Funds. Motion seconded by Council Member Retana. Motion approved unanimously.

## **H. EXECUTIVE SESSION**

H.1 20-254

**Council may convene into a closed executive session pursuant to Section 551.072 of the Texas Government Code to deliberate regarding:**

***Discuss the purchase, exchange, lease, or sale of real property located west of Webb Chapel, south of Valley View Lane, north of I-635, and east of Josey Lane in Farmers Branch, TX***

**Council may convene into a closed executive session pursuant to Section 551.072 of the Texas Government Code to deliberate regarding:**

- ***Consultation with the City Attorney regarding enforcement of Short-Term Rental Ordinance and the property located at 3751 Ridgeoak, Farmers Branch, TX***

Mayor Dye recessed into closed executive session at 10:25 p.m. and reconvened into regular session at 10:56 p.m.

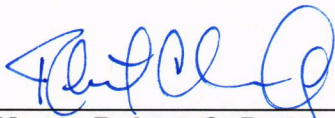
I. **TAKE ANY ACTION NECESSARY AS A RESULT OF THE CLOSED EXECUTIVE SESSION**

Mayor Pro Tem Norwood motioned that the City Manager be authorized to take such action on behalf of the City as may be reasonable and necessary to purchase, or authorize the purchase of Lot 10, Block 1 Valley View Estates, No. 2nd, also known 2981 Primrose Lane for a purchase price not to exceed \$205,000.00 plus all closing and acquisition costs and to sign or authorize the City's agent to sign, such other agreements, documents and any amendments thereto, as the City Manager in consultation with the City Attorney deems reasonable and necessary with respect to the closing of said transaction. Motion seconded by Council Member Blackson. Motion approved unanimously.


J. **ADJOURNMENT**

Mayor Dye made a motion to adjourn at 10:57 p.m. Motion seconded by Mayor Pro Tem Norwood. Motion approved unanimously.

Signed:

  
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Mayor Robert C. Dye

Attest:

  
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City Secretary, Amy M. Piukana