



# 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, June 15, 2021

6:00 PM

Council Chambers

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#### **Study Session Meeting to be held at 4:00 p.m. with a Dinner Break at 5:15 p.m.**

**Presiding:** 1 - Mayor Robert Dye

**Present:** 5 - Deputy Mayor Pro Tem Cristal Retana, Council Member Traci Williams, Council Member Terry Lynne, Council Member Michael Driskill and Council Member David Merritt

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

#### **CALL TO ORDER - STUDY SESSION (4 P.M.)**

Mayor Dye called the study session meeting to order at 4 p.m.

#### **A.1 21-261 Discuss regular agenda items**

Deputy Mayor Pro Tem Driskill asked for clarification regarding Agenda Item K.1 (Council Communication Plan). He asked if the communication plan includes that a Council Member must notify the District Council Member of any issue within in their district, should a resident reach out to them. Mayor Dye confirmed.

Mayor Pro Tem Retana stated she supports a written policy.

Council Member Merritt stated his purpose for a communication plan would be to provide have a healthy discussion on expectations and identify boundaries. He stated the Council is a team, which represents a district and the entire City.

Council Member Williams stated she supports the proposed policy.

Council Member Merritt asked to table Agenda Item K.5 (Drainage Manual) update to allow more review time. The City Council agreed to table this item to the July 13, 2021 City Council meeting.

**A.2      21-292      Discuss a celebration of Hispanic Heritage Event**

Parks Special Events Manager Geoffrey Fairchild briefed City Council regarding the Hispanic Heritage month event. Mr. Fairchild explained the event would be volunteer led and set for September 25, 2021 from 6 p.m. to 9 p.m. He noted the budget is set for \$8,500 and suggested having future events at the Historical Park.

Mayor Pro Tem Retana expressed her gratitude to the Parks and Recreation Staff noting this event supports Hispanic culture within our community. She suggested broadening the event to include schools and adding a proclamation.

The City Council discussed funding, Blue Grass timing, celebrating diversity, and utilizing volunteers for the event.

Deputy Mayor Pro Tem Driskill suggested reaching out to the business community who may wish to provide their contributions for the event.

The consensus from Council was to move forward with the event.

**A.3      21-293      Receive a report on Legislative Updates**

City Manager Charles Cox and Police Chief David Hale provided legislative updates on bills significant to the City of Farmers Branch.

**A.4      21-286      Discuss future agenda items**

Mayor Pro Tem Retana requested an update on the City's Mental Health Program and requested an update from State Representative Anchia to discuss the redistricting process.

Deputy Mayor Pro Tem Driskill requested an agenda item on new urbanism in Farmers Branch.

**EXECUTIVE SESSION**

The City Council recessed into closed executive session at 5:19 p.m. and adjourned at 5:33 p.m.

**B.1      21-197      Council may convene into 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 north of Farmers Branch Lane, south of Valwood, east of IH35, and west of Josey Lane***

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

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

**D. INVOCATION & PLEDGE OF ALLEGIANCE**

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

**CEREMONIAL ITEMS****E.1 21-280**

**Consider accepting a donation in the amount of \$1,500 for The Branch Connection from the Farmers Branch Woman's Club; and take appropriate action**

Mayor Dye recognized the Women's Club for their donation in the amount of \$1,500 to the Branch Connection. Ms. Jan Wooldridge and Branch Connection Manager Jackie Byles spoke regarding this item expressing their gratitude.

A motion was made by Mayor Dye to accept the donation in the amount of \$1,500 and to amend the 2020-21 FY Budget, accordingly. Motion seconded by Council Member Lynne. Motion approved unanimously.

**E.2 21-301**

**Presentation of a proclamation to Erin Carter for dedicated service to the City of Farmers Branch as President to the Metrocrest Chamber of Commerce**

Mayor Dye presented a proclamation to Erin Carter in recognition for her service with the Metrocrest Chamber of Commerce. Ms. Carter spoke expressing her gratitude to the City Leadership Team and City Council.

**F. REPORT ON STUDY SESSION ITEMS**

Mayor Dye recognized former Council Member Harold Froehlich who was in attendance. Afterwards, he provided a report on Study Session items.

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

City Manager Charles Cox provided a report on items of community interest. Mayor Dye announced a July 4 weekend parade at Rawhide Creek. The parade starts at 9 a.m. on Rawhide Parkway between Josey and Longmeade. Children are encouraged to dress up bikes and scooters and to wear red, white and blue.

Mayor Dye noted Carrollton Farmers Branch Independent School Board Member Sally Derrick was in attendance.

**H. CITIZEN COMMENTS**

Resident Rotha Crump, 2976 Marsann Lane, spoke regarding bulk trash issues on Harley Drive, recommending a pickup for these larger items. She expressed concerns regarding safety on Heartland Drive due to narrow streets and suggested no parking at night between the hours of 3 a.m. and 6 a.m. or allow parking on one side of the street. She suggested a volunteer group to assist with necessary code needs for residents and opposes the 12-inch-high grass ordinance.

Resident Bill Phelps, 3135 Rolling Knoll Court noted he attended a Town Hall meeting, noting he prefers 8 inches on grass height instead of 12 inches. He expressed his opposition to having boats and campers in front yard view, and backyards along the golf course area.

Resident Candace Adams, 3521 Pebble Beach Drive requested mosquito spraying and expressed concerns regarding the drainage area behind her home which has standing water. She suggested a culvert be installed. She expressed her concerns with Code Enforcement in regards to citations being given to home owners who are not maintaining their property. She suggested a volunteer group be created to assist people with needs. She preferred the grass be no higher than 8 inches and prefers RV's and trailers out of public view. She noted there is undeveloped land that could be utilized as storage.

**CONSENT AGENDA**

- I.1 21-285 Consider approving the following City Council meeting minute(s); and take appropriate action
- *June 1, 2021 City Council Regular*
- I.2 R2021-082 Consider approving Resolution No. 2021-082 for a Detailed Site Plan for an office building on an approximate 3.35-acre lot, located at 13998 Diplomat Drive; and take appropriate action
- I.3 R2021-084 Consider approving Resolution No. 2021-084 authorizing an Economic Development Incentive Agreement pursuant to the Commercial Face Grant Program for 14590 Midway Road; and take appropriate action
- I.4 ORD-3690 Consider adopting Ordinance No. 3690 retitling and amending in its entirety Article VIII "Swimming Pools" of Chapter 34 "Environment" relating to regulations of Public Pools, Semi-public Pools, Spa, and Public Interactive Water Features (PIWF); and take appropriate action
- I.5 ORD-3691 Consider adopting Ordinance No. 3691 amending the 2020 National Electrical Code with Amendments; and take appropriate action
- I.6 21-287 Consider annual Board and Commission appointments; and take appropriate action
- I.7 21-300 Consider excusing the absence of Mayor Robert C. Dye from the June 9, 2021, City Council Work Session meeting; and take appropriate action

Motion made by Mayor Pro Tem Retana to approve Consent Items I.1 through I.7. Motion seconded by Council Member Merritt. Motion approved unanimously.

**J. PUBLIC HEARINGS**

- J.1 ORD-3688 Conduct a public hearing and consider adopting Ordinance No. 3688 for a Specific Use Permit and associated Detailed Site Plan for an auto/truck leasing or rental with outdoor storage on an approximate 2.23-acre property located at 13210 Senlac Drive; and take appropriate action

City Planner Surupa Sen briefed City Council regarding this item. She explained the applicant Heather Max with Enterprise Truck Rental requested a specific use permit (SUP) and associated detailed site plan for auto/truck leasing or rental with outdoor storage for the existing Enterprise Truck Rental business located at 13210 Senlac Drive. City Council had approved an interim SUP for the subject property on April 19, 2011, allowing this use for 10 years. The existing business intends to continue its operations at this location and with the interim SUP expiring during April 2021, has applied to renew their SUP

Deputy Mayor Pro Tem Driskill asked if the City received any letters in support or opposition to this case. Ms. Surupa replied noting no letters were received.

Mayor Pro Tem Retana expressed gratitude to the owners for adding vegetation along the road.

Mayor Dye opened the public hearing. There were no citizens present that wished to speak.

Motion made by Mayor Pro Tem Retana to close the public hearing and approve Ordinance No. 3688, as presented. Motion seconded by Deputy Mayor Pro Tem Driskill. Motion approved unanimously.

## **K. REGULAR AGENDA ITEMS**

### **K.1 21-295 Discuss City Council Communication Protocols; and take appropriate action**

Mayor Dye explained this item was discussed in study session.

Resident Candace Adams, 3521 Pebble Beach Drive asked for clarification on this item regarding contacting a Council Member on an issue in another District or is it regarding protocols on how we speak at meetings. She stated some may feel more comfortable with one specific Council Member and asked if residents would be notified that the message was passed on and if there would be communication on follow through. She stated she shouldn't have to list what she plans to talk about, just the topic number.

Mayor Dye replied explaining by providing information prior to the meeting, it allows the City to have someone available to provide the information quickly. He further stated it's common courtesy to make the District Council Member aware of any issues within their district.

Council Member Merritt stated the focus is not to change the way citizens address the Council, it's a courtesy to let the other Council Member know they are addressing an issue with the resident. He noted a city email is provided to the resident, today is just setting protocols and communications to provide better service.

Council Member Lynne stated all speaker requests are provided to the Mayor prior to the meeting. He noted under Citizen Comments, the Council cannot address the questions during the meeting, as they are not listed on the agenda.

Mayor Dye made a motion to approve a communication protocol whereby a Council Member representing a District must approve another Council Member's Economic Development or Code Enforcement involvement in their District prior to City Staff responding to requests for action. Motion seconded by Mayor Pro Tem Retana. Motion approved unanimously.

Council Member Merritt clarified that resolving an issue is not just a discussion amongst Council Members, but that the District Council Member solves the problem in the District or partners with the Council Member.

Council Member Lynne replied stating residents should communicate with their elected official and hold them accountable.

Council Member Merritt clarified that his preference is to make sure all problems within his District are handled first by him, since he serves as the District representative.

**K.2 R2021-072 Consider approving Resolution No. 2021-72 authorizing a contract with C. Green Scaping, LP for construction of a wide sidewalk and sharrows on Bee Street and Squire Place and pedestrian crossings at Valley View Lane and Tom Field Road; and take appropriate action**

Mitzi Davis briefed City Council regarding this item. She explained the Trail Master Plan recommendations have identified Bee Street from Valley View Lane to Valwood Parkway and Squire Place from Bee Street to Denton Drive as a high priority project. This project would provide a better pedestrian experience along Bee Street and Squire Place as well as promote cycling with the installation of sharrows on both lanes of Bee Street. Staff has identified two locations for crosswalks that will provide safer crossings for pedestrians using the existing trail system along Rawhide Creek.

Ms. Davis explained seven (7) sealed bids were received and opened. All bids met specifications. The lowest most responsible bidder is C. Green Scaping, LP with a bid in the amount of \$1,201,501.80. The improvements involve four (4) areas within the central locale of the City.

Mayor Pro Tem Retana thanked Ms. Davis for her work on this project. She suggested adding this and the trail update to the Farmers Branch Night out event for residents. She asked if opposition was based on funding to move the light poles underground. Ms. Davis stated they are unwilling to work with the City to eliminate the poles, noting the City has bond monies to utilize for this project.

Mayor Pro Tem Retana noted NCTCOG has a program that assists with funding to help install sidewalks for safe routes to school.

Deputy Mayor Pro Tem Driskill asked if bike sharrows would be added to provide safety.

Ms. Davis noted a wider sidewalk would be added for safety and sharrows would be added along Bee Street and wider sidewalks would also be located on Squire.

Council Member Williams stated she supports this project.

Council Member Lynne recommended Mayor Dye meet with the business owner to see if the pole could be eliminated.

Ms. Davis noted she held a stakeholder meeting and this business owner did not attend.

Mayor Dye stated he would meet with this business owner.

Council Member Merritt stated he supports this project.

Resident Candace Adams, 3521 Pebble Beach stated all her questions have been addressed.

Motion made by Mayor Pro Tem Retana to approve Resolution No. 2021-072, as presented. Motion seconded by Council member Merritt. Motion approved unanimously.

**K.3 R2021-074 Consider approving Resolution No. 2021-074 authorizing a contract with Iron T Construction, Inc. for construction of the Farmers Branch Creek Erosion Repair Reach 1 Project; and take appropriate action**



Director of Public Works Marc Bentley briefed City Council regarding this item. Mr. Bentley noted the Public Works Department received and opened nine (9) bids for the Farmers Branch Creek Erosion Repair Reach 1 project. The low bidder is Iron T Construction, Inc. with a bid in the amount of \$700,000.30.

Council Member Merritt requested that Mr. Bentley include the reach diagram in all future Council packets.

Motion was made by Council Member Lynne to approve Resolution No. 2021-074, as presented. Motion seconded by Council Member Driskill. Motion approved unanimously.

**K.4 R2021-075 Consider approving Resolution No. 2021-075 authorizing a contract with Stoic Civil Construction, Inc. for Farmers Branch Creek Erosion Repair Reach 3 Project; and take appropriate action**

Director of Public Works Marc Bentley spoke regarding this item. He noted the Public Works Department received six (6) bids for the Farmers Branch Creek Erosion Repair Reach 3 project. The low bidder is Stoic Civil Construction, Inc. with a bid in the amount of \$750,000.00.

After discussion, a motion was made by Council Member Williams to approve Resolution No. 2021-075, as presented. Motion seconded by Council Member Merritt. Motion approved unanimously.

**K.5 ORD-3687 Consider adopting Ordinance No. 3687, amending Ordinance No. 3595 of the City's Code of Ordinances, Chapter 86, Utilities, Article VII, Municipal Drainage Utility System, Stormwater Drainage Requirements adopting an updated storm drainage design manual and related regulations; and take appropriate action**

Mayor Dye noted this item was tabled to the July 13, 2021 City Council meeting.

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

No action taken.

**M. ADJOURNMENT**

Mayor Dye adjourned the meeting at 7:18 p.m.

Approved: 

Mayor Robert C. Dye

Attested by: 

Amy M. Piukana, TRMC City Secretary