



City of Farmers Branch

Historical Park
2540 Farmers Branch Ln
Farmers Branch, TX 75234

Meeting Agenda

Historical Preservation & Restoration Board

Thursday, October 22, 2020

6:30 PM

Dodson House

Meeting will be held at 6:30 PM.

A. CALL TO ORDER

B. AGENDA ITEMS

- B.1 [TMP-3103](#) Consider approval of minutes for September 24, 2020; and take appropriate action.**
- B.2 [TMP-3198](#) Consider excusing the absence of Bill Stolp from the September 24, 2020 Board meeting; and take appropriate action.**
- B.3 [TMP-3199](#) Discuss November and December Board activities; and take appropriate action.**
- B.4 [TMP-3186](#) Consider applications to the Witness to History Award; and take appropriate action.**
- B.5 [TMP-3171](#) Receive Sub-Committee Updates**
- B.6 [TMP-3172](#) Receive an update from Board members on parks, programs, events, or facilities attended in the City of Farmers Branch.**
- B.7 [TMP-3196](#) Discuss agenda items for future Historical Preservation and Restoration Board meetings.**

C. 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.

D. ADJOURNMENT

The City of Farmers Branch is wheelchair accessible. For accommodations or sign interpretive services, please contact the City Secretary at least 72 hours in advance at (972)919-2503.

Certification

I certify that the above notice of this meeting was posted 72 hours prior to the scheduled meeting time, in accordance with the Open Meetings Act, on the bulletin board at City Hall.


City Secretary

Stamp:



Posted By: Sara Egan

Posted Date: 10/19/20



City of Farmers Branch

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

Staff Report

File Number: TMP-3103

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Minutes

Agenda Number: B.1

Consider approval of minutes for September 24, 2020; and take appropriate action.

Review minutes of previous meeting.



City of Farmers Branch

Historical Park
2540 Farmers Branch Ln
Farmers Branch, TX 75234

Meeting Minutes

Historical Preservation & Restoration Board

Thursday, September 24, 2020

6:30 PM

Dodson House

Meeting will be held at 6:30 PM

- Absent** 1 - Member Bill Stolp
- Presiding** 1 - Chair Ann Christman
- Present** 7 - Member Betina Miller, Member Lisa Neumeyer, Member Ginny Welch, Vice Chair John Hylkema, Member Melissa Dours, Alternate Carloantonio Oliver, and Alternate Teresa Webster
- Staff** 1 - Hillary Kidd

CALL TO ORDER

The meeting was called to order by Board Chair Ann Christman at 6:39 PM.

AGENDA ITEMS

- B.1** [TMP-3138](#) Consider approval of minutes from the August 26, 2020 Board meeting; and take appropriate action.
- The minutes of the August 26, 2020 Board meeting were approved as presented.**
- Aye:** 7 - Chair Christman, Member Miller, Neumeyer, Welch, Vice Chair Hylkema, Member Dours and Alternate Oliver
- B.2** [TMP-3126](#) Introduction of new Board members
- Carloantonio Oliver and Teresa Webster are fulfilling positions previously vacated. The Board is now complete. Both are slated in the alternate position.**
- B.3** [TMP-3123](#) Consider excusing the absence of Bill Stolp from the August 26, 2020 Board meeting; and take appropriate action.
- A motion was made by Member Dours, seconded by Neumeyer, that Bill Stolp's absence be excused. The motion carried by the following vote:**
- Aye:** 7 - Chair Christman, Member Miller, Neumeyer, Welch, Vice Chair Hylkema, Member Dours and Alternate Oliver
- B.4** [TMP-3136](#) Consider applications to the Witness to History Award; and take appropriate action.
- Ginny Welch mentioned Marshall's Bar-B-Q might be a good candidate for the award. Ann Christman brought up a locksmith in Farmers Branch that might also qualify. The updated award application was included in the Board packet.**
- B.5** [TMP-3118](#) Receive Sub-Committee Updates.

StEPS

Hillary provided a re-cap on the StEPs certifications the Park has received.

Fundraising

Johannes Hylkema mentioned the Farmers Branch Chamber of Commerce luncheon scheduled at the Park on Friday, October 2. There was much discussion on fundraising ideas for the Historical Park. The City's Special Events team is working on a celebration for the City's 75th Anniversary.

- B.6** [TMP-3119](#) Receive an update from Board members on parks, programs, events, or facilities attended in the City of Farmers Branch.

No discussion.

- B.7** [TMP-3122](#) Discuss agenda items for future Historical Preservation and Restoration Board meetings.

No discussion.

CITIZEN COMMENTS

None.

ADJOURNMENT

The meeting adjourned at 8:37 PM.

Aye: 7 - Chair Christman, Member Miller, Neumeyer, Welch, Vice Chair Hylkema, Member Dours and Alternate Oliver

Chair

Secretary



City of Farmers Branch

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Staff Report

File Number: TMP-3198

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.2

Consider excusing the absence of Bill Stolp from the September 24, 2020 Board meeting; and take appropriate action.

BACKGROUND:

Consider excusing the absence of Board members Bill Stolp from the September 24, 2020 Board meeting.

Adhering to the Attendance Policy under the Ethics Policy City Council has adopted, the Historical Preservation and Restoration Board shall decide by vote at this meeting whether Bill Stolp's absence was for good cause or not.

As a matter of practice, the Board has excused the absence of a Board member when a member has a pre-notified excusable absence. By excusing the absence, the Board member is not penalized with using one of three unexcused absences allowed in the Charter.

ACTIONS:

- 1) Motion to approve the excused absence of Bill Stolp from the September 24, 2020 Board meeting.
- 2) Motion to deny approval of the excused absence of Bill Stolp from the September 24, 2020 Board meeting.
- 3) Motion to modify to meet the needs of the Board.
- 4) Motion to table the issue for further study or take no action.



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Staff Report

File Number: TMP-3199

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.3

Discuss November and December Board activities; and take appropriate action.

This item was put on the agenda at the request of the Board Chair, Ann Christman.



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Staff Report

File Number: TMP-3186

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.4

Consider applications to the Witness to History Award; and take appropriate action.

The application for the Witness to History Award has been updated by Historical Park staff to reflect 50 years as a resident of Farmers Branch for citizens.

The Board typically recommends individuals or organizations and encourages them to apply. Applications are voted on by the Board and the accepted application is then taken to City Council for recognition in February.

ATTACHMENTS:

Witness to History Award Application Form



FARMERS BRANCH
Historical Park

Witness to History Award
Application Form

Applications will be considered by the Historical Preservation and Restoration Board in October of each year for award recognition but may be submitted at any time. Applications must meet the following qualifications to be considered:

- Documented outstanding service/contribution to Farmers Branch
- 50 years as a resident of Farmers Branch for citizens
- 50 years as a resident of Farmers Branch for businesses and organizations

Name: _____ Business/Organization Name: _____

Address: _____

Telephone Number: _____

Email: _____

Number of years in Farmers Branch: _____

Outstanding service/contribution to Farmers Branch (both written documentation and/or photos are encouraged): _____

I hereby declare the information in this application form is true to the best of my knowledge. Additionally, if I receive the Witness to History Award, I grant permission for the City of Farmers Branch to publish and release my name and photograph (taken at awards ceremony) to the media, on the City's website and/or in any promotional materials.

Applicant's Signature: _____ Date: _____

Please note: applicants will be notified in January if qualified for award.

Mail or email completed applications (including supporting documentation) to:

Farmers Branch Historical Park

PO Box 819010

Farmers Branch, TX 75381

972.406.0184

historicalpark@farmersbranchtx.gov

www.fbhistoricalpark.com



City of Farmers Branch

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Staff Report

File Number: TMP-3171

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.5

Receive Sub-Committee Updates

Sub-committee chairs for Farmers Branch Keenan Cemetery, Fundraising, and StEPs will update the Board on their committees.



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Staff Report

File Number: TMP-3172

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.6

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

This agenda item is to allow Board members the opportunity to discuss any park, program, event, or facility they have attended since the last meeting and offer any feedback they may have.

This information will help us continually improve on our services to residents.



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Staff Report

File Number: TMP-3196

Agenda Date: 10/22/2020

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.7

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

This item was placed on the agenda so that Board members have an opportunity to recommend topics they would like discussed at future meetings. This will be a regular item listed on the agenda at all future meetings.