



City of Farmers Branch

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

Meeting Minutes

City Council

Thursday, January 21, 2016

9:00 AM

Fire Station Administration Building
13333 Hutton Drive
Farmers Branch, TX 75234

City Council Retreat

- Presiding:** 1 - Mayor Bob Phelps
- Present:** 5 - Mayor Pro Tem Kirk Connally, Deputy Mayor Pro Tem Harold Froehlich, Council Member John Norwood, Council Member Mike Bomgardner, Council Member Ana Reyes
- Staff:** 8 - Gary D. Greer City Manager, Amy Piukana City Secretary, Shawna Eikenberry Management Analyst, La'Jeana Thomas Executive Assistant, Mayve Strong Chief Accountant, John Land Managing Director Operations, Steve Parker Fire Chief, Sid Fuller Police Chief, Brian Beasley Director of Human Resources, Alexis Jackson Planning Manager, Shane Davis Environmental Manager, Kevin Muenchow Director of Facilities

A. CALL TO ORDER

Mayor Phelps announced a quorum, and called the meeting to order at 9 a.m. Council Member Reyes joined the meeting at 9:04 a.m.

B. REGULAR AGENDA ITEMS

B.1 TMP-1584 **Welcome, retreat overview, and video presentation.**

Mayor Phelps introduced Randy Pendleton as the meeting facilitator. City Council viewed a video presentation regarding 2015 achievements.

B.2 TMP-1586 **Review Financial Information from 1st Quarter of Fiscal year 2015-16.**

Chief Accountant Mayve Strong provided City Council with an update regarding the 1st Quarter of Fiscal Year 2015-16. Ms. Strong reviewed the General Fund Statement of Revenue for December 2015, Enterprise Fund Statement of Revenue, Hotel/Motel Fund Statement of Expenditure, and the Portfolio Summary Report.

Council Member Norwood asked how to push the Bond Rating to a higher rating. City Manager Gary Greer explained the city is in very good shape financially, and noted the city may qualify for a Triple A rating once Bonds pass.

B.3 TMP-1590 Discussion concerning collaboration for a successful future.

Council discussed potential dates to hold a Bond Election. Council agreed that subcommittees are necessary and could be based on skills and experience.

City Council Members were presented with a chart of Bond Committee Applicant names listed and given 18 colored dots to choose top applicants. It was noted David McCool withdrew his application.

After the exercise, 17 members were identified as the top candidates for the Bond Committee. Council agreed to reduce the number of Bond Committee Members to 17.

The chart indicated the following list of members to be considered at the February 2, 2016 City Council meeting for appointment to the Bond Committee: Marcus Miller, Tamara Cleghorn, Rodger Cramer, Jorge Gonzalez, David Merritt, Nic Rady, Joan O'Shea, Vincent Montenegro, Michael Driskell, James Webb, Martina De Los Santos, Timothy Yarbrough, Collin Eddy, Michelle Holmes, Meredith MacLeod, John Speed, and Bronson Blackson

B.4 TMP-1559 Review 2015 Strategic Plan.

Meeting Facilitator Randy Pendleton reviewed the Planning Cycle. Mr. Pendleton explained the focus of today's meeting is for City Council to provide policy and strategic direction for the city. He further stated the goals set today will be reflected in the city's budget, and noted mid-year adjustments may be necessary if direction is changed. Mr. Pendleton explained projects are tools to accomplish the goal.

Council Member Bomgardner asked City Administration to provide clear and concrete measurables and provide specific deliverables in the Strategic Plan. Council Member Norwood asked for more clarity on the goals.

Mr. Pendleton advised the Council to work together and choose how they will operate. He further stated, to work as a team you must have a set of common goals noting consistency provides clarity in direction.

Council Member Bomgardner expressed concerns on time constraints in regards to reviewing agenda packet materials prior to the City Council

meeting and having to make quick decisions. He further explained that City Council has limited times to meet as a group.

Mr. Pendleton explained in order to build a stronger City Council team, meetings could be held every 5th Tuesday of the month to discuss any issues. City Attorney Pete Smith explained these types of meetings would need to meet the Open Meetings Act posting requirements, have clear language of what's being discussed, and noted staff must be present to take minutes of the meeting.

After discussion, City Council agreed to meet every off Tuesday of the month in the afternoon from 4 p.m. - 6 p.m., beginning in March 2016.

Deputy Mayor Pro Tem Froehlich asked City Administration to be available at these meetings to answer any questions and provide updates regarding items of particular interest. Mr. Pendleton advised City Council to notify staff prior to the meeting of any specific topics to allow time to research and prepare briefing on these items.

Council Member Bomgardner asked that discussion of a possible charter commission be placed on a future Council agenda.

Mayor Phelps recessed for a lunch break at 11:40 p.m.

Mayor Phelps reconvened the meeting at 12:15 p.m.

Management Analyst Shawna Eikenberry provided a presentation regarding the 2015 Strategic Plan noting staff identified 367 unique strategic plan elements and completed 356 of these goals. The deliverable success rate was 97% for 2015. Ms. Eikenberry answered clarification questions.

B.5 TMP-1588 Discuss City Council topics regarding the operations, services and fiscal affairs of the City including Economic Development, land use, and public safety.

City Council reviewed and discussed Economic Development items including housing redevelopment, vision for commercial development, next generation of recycling, quality of life, and bond election timing. Council further discussed the overall Council Governance and City operations.

Council Member Bomgardner asked about process and measurables in regards to Economic Development statistics. Managing Director John Land explained retention visit success rates are 40 out of 100. He noted measurements can be based on the economy and many other variables in regards to retention measurements.

Council discussed the new Employee Health Clinic. Deputy Mayor Pro Tem Froehlich asked City Administration to communicate and publicize the new clinic. City Manager Greer agreed to publicize and noted the item will be added to the strategy block.

B.6 TMP-1560 Presentation of City Manager's Proposed 2016 Strategic Plan.

Management Analyst Shawna Eikenberry provided a proposed 2016 Strategic Plan. City Manager Gary Greer answered questions from City Council Members.

Council Member Norwood asked that the wording "Council Goal" be changed to "Operational Goal". Council Member Norwood asked that City Fees be added to the slide under the item "Goal to maintain responsible stewardship of taxpayers' investments in the community."

Council Member Reyes asked that a future agenda item be added regarding discussion of amending the Resolution declaring English as the official language and consider Spanish language options be added for residents.

Council Member Bomgardner asked for a future agenda topic item to discuss a program to include bigger renovation projects. Deputy Mayor Pro Tem Froehlich noted many homes are older and have deteriorated sewer lines with bad foundations. City Manager Gary Greer noted this will be a future agenda item.

Mr. Greer noted that under the Goal to "Plan, provide for, and promote the maintenance of vibrant residential and commercial neighborhoods," Senior Housing would be added to the list.

After discussion, City Council listed the following as top priorities:

- West Side
- FB upkeep of creeks
- Development around Mustang Station
- Trails in Core of City
- Public Safety Facilities
- Development of area between Webb Chapel to Josey to Midway
- Resolve Oakbrook

B.7 TMP-1589 Provide direction and policy priorities concerning 2016 Strategic Plan.

Mr. Pendleton reviewed goals with City Council and the guiding principles. Council Member Norwood asked City Administration to draft new guiding principle language and condense the topic language making it more direct and transparent.

Mr. Pendleton asked City Council to pick top policy priorities over the next 9 months.

After discussion, the following policy priorities were chosen:

- Build Tax Base (How do we build housing, commercial etc.)
- Aging multifamily and distressed properties
- Accelerate Trail Master Plan
- Public Service Facilities
- Employee Salaries/Benefits
- Development West Side and East side.
- Code Enforcement – Maintain
- Senior Housing
- City Center Development Master Plan

Mayor Phelps recessed for a break at 1:45 p.m.

Mayor Phelps reconvened into regular session at 2 p.m.

After discussion, Council decided to elect an Interim Chair and appoint Bond Committee Members at the February 2, 2016 City Council meeting. The Bond Committee could meet and decide on a Chair for the committee as a group.

City Council discussed one of the following applicants:

Tim Yarbrough, Bronson Blackson or Michelle Holmes to be selected as an appointed Interim Chair.

City Council advised City Administration to reach out to these specific applicants to confirm their willingness to chair the Bond Committee if selected at the February 2, 2016 City Council meeting.

B.8 TMP-1598 Resources

C. ADJOURNMENT –

Motion to adjourn made by Deputy Mayor Pro Tem Froehlich, seconded by Council Member Norwood. Motion approved by the following vote:

Aye: 5 - Mayor Pro Tem Connally, Deputy Mayor Pro Tem Froehlich, Council Member Reyes, Council Member Norwood and Council Member Bomgardner

The Meeting adjourned at 4:20 p.m.



Bob Phelps, Mayor

ATTEST:



Amy Piukana, City Secretary