Tuesday, March 3, 2020

Study Session Meeting to be held at 3:00 p.m. in the Study Session Room with a Dinner Break at 5:15 p.m.

Presiding: 1 - Mayor Robert Dye

Present: 6 - Mayor Pro Tem John Norwood, Council Member Bronson Blackson (left the meeting at 3:32 p.m.), Council Member Mike Bomgardner, Deputy Mayor Pro Tem Terry Lynne, Council Member Cristal Retana

Staff: 16 - 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 Steve Parker, 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. Firgens, Director of Economic Development Allison Cook, Director of Library Denise Wallace, Building Official Hugh Pender, Director of Information Services Mark Samuels, Director of Communications Tom Bryson and Director of Fleet & Facilities Kevin Muenchow

A. CALL TO ORDER - STUDY SESSION (3 P.M.)

Mayor Dye called the meeting to order at 3 p.m.

A.1 20-130 Discuss regular City Council meeting agenda items

Deputy Mayor Pro Tem Lynne asked for clarification on Agenda Items H.3. He asked if Barret Cole could be considered for the regular seat vacancy.

Mayor Pro Tem Norwood responded explaining he supports the current recommendation of moving Bonnie Potraza up to the regular seat, and noted Barret Cole is currently serving on the board and will be moved up to the Alternate No. 1 seat.

Council Member Retana, Mayor Dye, Council Member Bomgardner, and Council Member Blackson all agreed with Mayor Pro Tem Norwood. Council Member Blackson noted one member is termed out and Ms. Cole could be considered for this vacancy during annual appointments.

Council Member Lynne asked for clarification on Agenda Item H.6, in regards to Childcare facility use. Director of Planning and Zoning Tina Firgens stated childcare is an allowed use under the existing zoning.

Mayor Pro Tem Norwood explained he recently met with the developer and this is a proposed Montessori school.
Mayor Pro Tem Norwood, Council Member Bomgardner and Council Member Retana stated they support this use.

Council Member Blackson stated he prefers the City purchase back the property and have full control.

Ms. Cook explained the applicant has contractually fulfilled their restriction agreement requirements.

Mayor Pro Tem Norwood asked for clarification on Agenda Item I.1, if a vote is required or if this is informational.

Mayor Dye stated this item is informational only.

A.5 20-145

Review the 2021 Critical Business Outcomes

Mayor Dye skipped to Agenda Item A.5.

Assistant City Manager Ben Williamson reviewed 2020 Critical Business Outcomes.

Council Member Bomgardner suggested having a future needs fund that is currently unsourced.

City Manager Charles Cox suggested tying these future needs into a specific project.

Council Member Retana explained future needs are identified based on the Comprehensive Strategic Plan.

Mr. Cox stated we currently have studies under way, noting once we identify the needs we can create a plan. He provided an example, that by identifying a drainage and retention project, this will require a funding strategy.

A.2 20-128

Receive an update on the City’s Short-Term Rental Housing ordinance

Community Services Director Hugh Pender briefed City Council regarding this item. Mr. Pender reviewed the past Ordinance amendments which added provisions to collect Hotel/Motel taxes on short term rentals, and a registration fee of $120, annually. He noted the City has partnered with Host compliance to use their software to generate short term rental listings. Mr. Pender reviewed a map of short-term rentals, which identified 16 registered properties. He explained 36 notices have been mailed and no citations have been issued, to date.

After discussion, Mayor Pro Tem Norwood suggested more public education on short term rental registration requirements. Council Member Bomgardner suggested focusing on quarterly education pieces which could be incorporated with the newsletters and other communications.

Council Member Bomgardner asked for a future discussion to discuss long term rentals.
Receive a Sister City Program Update

Sister City Committee Chair Greer Blair briefed City Council. She explained the target dates are June 16th through June 21st to travel to Germany. She requested City Council confirm attendance by the end of this week in order to identify host families to accommodate.

Mayor Pro Tem Norwood stated he and his wife (Leslie Norwood) would attend.

Mayor Dye confirmed he will attend.

Receive an update from the Dallas Census Bureau on the 2020 Census

Brittany Johnson with the Dallas Census Bureau briefed City Council regarding the upcoming 2020 Census. Ms. Johnson explained the U.S. Constitution requires a census be conducted every ten years. She reviewed the importance of Decennial Census Data noting Texas gained 4 seats in Congress based on the 2010 Census Data. Ms. Johnson explained over $675 Billion in Federal Funds have been distributed across the States, including Texas. She noted over 1 million young children weren’t counted in the 2010 Census, which ranked the highest of any age group.

Ms. Johnson explained there are 4 ways to respond: 1) Secure Internet (including phone/iPad devices); 2) Respond by landline/mobile phone devices; 3) Respond by Mail; 4) In-person Interview.

Council Member Retana explained there is a difference between the Census and American Community Survey (ACS). She noted not everyone receives the ACS survey. She suggested targeting a marketing campaign to include counting children in the Census outreach.

Ms. Johnson explained the Census questionnaire begins March 12th and only has ten questions.

Discuss agenda items for future City Council meetings

Mayor Pro Tem Norwood requested a future agenda item to discuss COVID-19, in regards to the City's response plan. Council Member Bomgardner requested a future agenda item to discuss sign toppers.

EXECUTIVE SESSION

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 east of Denton Drive, south of Valwood, west of Josey Lane and north of Valley View in Farmers Branch, TX

Mayor Dye recessed from Regular Session at 4:15 p.m. and reconvened into closed Executive Session at 4:26 p.m.
C. **CALL TO ORDER - REGULAR MEETING (6 P.M.)**

Mayor Dye called the meeting to order at 6:00 p.m.

D. **INVOCATION & PLEDGE OF ALLEGIANCE**

The invocation was provided by Deputy Mayor Pro Tem Lynne. The Pledge of Allegiance and Pledge to the Texas Flag was provided by Deputy Mayor Pro Tem Lynne.

E. **REPORT ON STUDY SESSION ITEMS**

Deputy Mayor Pro Tem Lynne provided a report on Study Session items.

F. **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 the Census kickoff and noted important dates. (March 12th is kickoff)

G. **CITIZEN COMMENTS**

There were no citizens present that wished to speak.

H. **CONSENT AGENDA**

H.1 20-129 Consider approving the following City Council meeting minute(s); and take appropriate action
February 18, 2020
February 19, 2020

H.2 20-141 Consider a Board and Commission appointment to Public Art & Culture; and take appropriate action

H.3 20-142 Consider a Board and Commission appointment to the Planning & Zoning Commission; and take appropriate action

H.4 20-155 Consider appointing members to the Mayor’s IH-35E Betterment Task Force; and take appropriate action

H.5 R2020-34 Consider approving Resolution No. 2020-34 authorizing the City Manager to execute an amended and restated TIF Zone No. 2 Infrastructure Reimbursement Agreement between the City of Farmers Branch and FB Land, LTD; approving an amendment to the TIF Zone No. 2 budget; and take appropriate action

H.6 R2020-31 Consider approving Resolution No. 2020-031 for a Detailed Site Plan amendment for multiple commercial uses on a 3.38-acre site located at 13000 Josey Lane; and take appropriate action.

Deputy Mayor Pro Tem Bomgardner made a motion to approved Consent items H.1 through H.6, as presented. Motion seconded by Council Member Retana. Motion approved unanimously.
I. REGULAR AGENDA ITEMS

I.1 20-143 Receive an overview of the Jubilee of Culture

Horace Blake and Sylvia Waters provided City Council with an overview of the Jubilee of Cultures. Mr. Blake explained the goal is to spread the message of Diversity, noting this group was created by a community of volunteers. The outcome is celebration of diverse cultures through community festivals.

The City Council discussed Carrollton events, festival locations, marketing plan, budget, sponsors, and commitment.

Council Member Retana stated she supports a Hispanic Culture event. She recommended the Jubilee of Culture work with City Staff to identify a plan.

Council Member Bomgardner stated he supports a Hispanic Culture event. He recommended the group provide more data on their past events, including budget, location and attendance.

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

Motion by Council Member Retana 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 6, Block K of Valwood Park, 6th Installment, also known as 13950 Montvale Drive, for a purchase price not to exceed $152,000.00 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 Mayor Dye. Motion approved unanimously.

K. ADJOURNMENT

Mayor Dye moved to adjourn the meeting at 6:34 p.m. Motion seconded by Mayor Pro Tem Norwood. Motion approved unanimously.

Signed by: Mayor Robert C. Dye

Attested by: City Secretary