



City of Farmers Branch

Historical Park
2540 Farmers Branch Ln
Farmers Branch, TX 75234

Meeting Agenda

Historical Preservation & Restoration Board

Thursday, March 25, 2021

6:30 PM

Virtual via Zoom

Meeting will be held at 6:30 PM via Zoom.

This meeting will be closed to in person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconferencing has been granted by Texas Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19.

The Historical Preservation and Restoration Board will conduct the meeting by video conference and by utilizing telephonic capabilities. Members are entitled to participate remotely via Zoom Teleconferencing. To join the meeting by video conference, visit the link below.

You are invited to a Zoom webinar.

When: Mar 25, 2021 06:30 PM Central Time (US and Canada)

Topic: Historical Preservation & Restoration Board

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89316875211?pwd=RndPU2JpSmIVT3NnVW5hN0g1ZWIMUT09>

Passcode: 790451

Or iPhone one-tap :

US: +13462487799,,89316875211# or +16699009128,,89316875211#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 893 1687 5211

International numbers available: <https://us02web.zoom.us/j/89316875211>

A. CALL TO ORDER

B. AGENDA ITEMS

- B.1 [TMP-3404](#) Consider approval of minutes for February 25, 2021; and take appropriate action.**
- B.2 [TMP-3407](#) Consider excusing the absence of Betina Miller from the February 25, 2021 Board meeting; and take appropriate action.**
- B.3 [TMP-3411](#) Receive a report on the Bi-Annual Presentation to City Council as it relates to the Historical and Preservation Board; and take appropriate action.**

- B.4 [TMP-3410](#) Receive a Historical Park update.
- B.5 [TMP-3409](#) Receive Sub-Committee updates.
- B.6 [TMP-3408](#) Receive an update from Board members on parks, programs, events, or facilities attended in the City of Farmers Branch.
- B.7 [TMP-3405](#) Discuss agenda items for future Historical Preservation and Restoration Board meetings.

C. CITIZEN COMMENTS

Anyone wishing to address the Historical Preservation and Restoration Board shall email comments to historicalpark@farmersbranchtx.gov. The Board Chair will read comments during the meeting and written comments shall be limited to 3 minutes.

The Board 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: City Secretary
Posted Date: 3/22/21 @ 10:40 am



City of Farmers Branch

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

Staff Report

File Number: TMP-3404

Agenda Date: 3/25/2021

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Minutes

Agenda Number: B.1

Consider approval of minutes for February 25, 2021; 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, February 25, 2021

6:30 PM

Virtual via Zoom

Meeting will be held at 6:30 PM via Zoom.

Absent 1 - Member Betina Miller

Presiding 1 - Chair John Hylkema

Present 6 - Member Bill Stolp, Member Lisa Neumeyer, Member Ginny Welch, Vice Chair
Melissa Dours, Alternate Carloantonio Oliver, and Alternate Teresa Webster

Staff 1 - Hillary Kidd

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Passcode: 790451

Or iPhone one-tap :

US: +13462487799,,85607843354# or +12532158782,,85607843354#

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Webinar ID: 856 0784 3354

International numbers available: <https://us02web.zoom.us/j/85607843354>

CALL TO ORDER

The meeting was called to order by Board Chair, Johannes Hylkema at 6:32 PM.

AGENDA ITEMS

B.1 [TMP-3377](#) Consider appointing a Vice Chair; and take appropriate action.

Board Chair Ann Christman resigned effective February 18, 2021 to run for City Council. Vice Chair Johannes Hylkema will move into the Board Chair position. Alternate Teresa L. Webster moved to nominate Member Missy Dours for the Vice Chair position. Member Danielle Neumeyer seconded. The motion carried by the following vote:

Recused: 1 - Vice Chair Dours

Aye: 5 - Member Stolp, Neumeyer, Welch, Alternate Oliver and Alternate Webster

B.2 [TMP-3326](#) Consider approval of minutes for January 28, 2021; and take appropriate action.

Alternate Teresa L. Webster moved the minutes of the January 28, 2021 Board meeting be approved as presented. Member Ginny Welch seconded. The motion carried by the following vote:

Aye: 6 - Member Stolp, Neumeyer, Welch, Vice Chair Dours, Alternate Oliver and Alternate Webster

B.3 [TMP-3360](#) Consider excusing the absence of Ginny Welch from the January 28, 2021 Board meeting; and take appropriate action.

Member Danielle Neumeyer moved to excuse the absence. Vice Chair Missy Dours seconded. The motion carried by the following vote:

Recused: 1 - Welch

Aye: 5 - Member Stolp, Neumeyer, Vice Chair Dours, Alternate Oliver and Alternate Webster

B.4 [TMP-3374](#) Receive Historical Park Quarterly Report: First Quarter FY 20-21.

The Historical Park Quarterly Report: First Quarter FY20-21 was included in the Board packet. Highlights include:

- The year-to-date revenue totals for the first quarter FY 20-21 have decreased by 21% compared to last year.
- FY 20-21 year-to-date revenue was \$50,864.
- All of the Historical Park's public December events and programs were canceled due to a sharp increase in positive COVID-19 cases in Dallas County.
- The first quarter rental revenue for FY 20-21 totaled \$8,525, compared to \$6,404 in the first quarter of FY 19-20; an increase of 33% or \$2,121. Additional wedding and memorial service rentals, and a venue rental for a classic truck show contributed to the overall increase.
- Expenses are down due to the following staff positions being vacant: Museum Educator, two part-time Park Attendants, and contract Stewards.

B.5 [TMP-3324](#) Receive a Historical Park update.

Historical Park Manager, Hillary Kidd gave the Park update. The Witness to History Award will be presented on March 3 to Marshall's Bar-B-Q. Board members that need to reapply for the Board are Member Danielle Neumyer, Member Bill Stolp, , Member Betina Miller, and Alternate Carloantonio Oliver. Upcoming events include: Mad Hatter Tea (sold

out), Art at the Park, and Painting with Paloma. Girl Scout Thinking Day Patch Workshop was cancelled in-person due to inclement weather. Staff was able to make kits for participants to pick up so they could still get their patch. Three rentals were added to the calendar. The winter storm had minimal impact to the Park. The Church sustained a water leak in the back room from a broken pipe. Chair Johannes Hylkema received the award for his "Excellence in Leadership" from the Mayor.

B.6 [TMP-3376](#) Discuss forming a Sub-Committee to assist with the 75th Birthday Celebration; and take appropriate action.

Vice Chair Missy Dours volunteered to co-chair the sub-committee with Member Ginny Welch. Additional Board volunteers for the 75th Birthday Celebration sub-committee include: Member Danielle Neumeyer, Member Betina Miller, and Alternate Carloantonio Oliver. The Celebration is planned for the Independence Day Celebration on July 2, 2021. Historical Park Manager, Hillary Kidd will be reaching out to those that volunteered with more information.

B.7 [TMP-3327](#) Receive Sub-Committee updates.

- **STEPS**
 - The committee is awaiting the arrival of the new workbook.
- **Fundraising**
 - Board Chair Johannes Hylkema and Vice Chair Missy Dours are working with Grace at the Farmers Branch Chamber of Commerce. They are trying to make progress with local businesses helping to raise money for Historical Park events.
- **Arts District Task Force**
 - No report.
- **Farmers Branch Keenan Cemetery**
 - Historical Park Manager, Hillary Kidd is working on compiling records and exploring cemetery software programs.

B.8 [TMP-3358](#) Receive an update from Board members on parks, programs, events, or facilities attended in the City of Farmers Branch.

No discussion.

B.9 [TMP-3322](#) Discuss agenda items for future Historical Preservation and Restoration Board meetings.

No discussion.

CITIZEN COMMENTS

There were no comments made.

ADJOURNMENT

The meeting was adjourned at 7:41 PM.

Chair

Secretary



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Staff Report

File Number: TMP-3407

Agenda Date: 3/25/2021

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.2

Consider excusing the absence of Betina Miller from the February 25, 2021 Board meeting; and take appropriate action.

BACKGROUND:

Consider excusing the absence of Board member Betina Miller from the February 25, 2021 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 Betina Miller'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 Betina Miller from the February 25, 2021 Board meeting.
- 2) Motion to deny approval of the excused absence of Betina Miller from the February 25, 2021 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-3411

Agenda Date: 3/25/2021

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.3

Receive a report on the Bi-Annual Presentation to City Council as it relates to the Historical and Preservation Board; and take appropriate action.

Board Chair, Johannes Hylkema, will present the Bi-Annual Presentation that will be given to City Council on April 6, 2021.



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Staff Report

File Number: TMP-3410

Agenda Date: 3/25/2021

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.4

Receive a Historical Park update.

Staff will present an update on Historical Park events and activities.



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Staff Report

File Number: TMP-3409

Agenda Date: 3/25/2021

Status: Regular Agenda

In Control: Historical Preservation & Restoration Board

File Type: Report

Agenda Number: B.5

Receive Sub-Committee updates.

Sub-committee chairs for the 75th Birthday Celebration, Arts District Task Force, Farmers Branch Keenan Cemetery, Fundraising, and StEPs will update the Board on their committees.



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Staff Report

File Number: TMP-3408

Agenda Date: 3/25/2021

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-3405

Agenda Date: 3/25/2021

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.