



## PLANO CITY COUNCIL

Davis Library, 7501-B Independence Parkway, Plano, TX 75025 and via  
videoconference

**DATE: APRIL 8, 2024**

**TIME: 5:00 PM**

**Our Vision - Plano is a global economic leader bonded by a shared sense of community where residents experience unparalleled quality of life.**

**This City Council Meeting will be held in person in the Davis Library Program Room and via videoconference. A quorum of the City Council, including the presiding officer, will participate in person. The facility will be open to members of the public.**

Seating and visibility is limited in the Davis Library Program Room. Overflow seating is available in the lobby area of the Joint Use Facility located next door. For those wanting to watch the meeting, but not address the Council and for optimal viewing and sound quality, the meeting will be live-streamed on Plano's website at [www.planotv.org](http://www.planotv.org) by clicking on the Public Meetings Live tab, [YouTube.com/cityofplanotexas](https://www.youtube.com/cityofplanotexas) and [Facebook.com/cityofplanotx](https://www.facebook.com/cityofplanotx).

To speak at the meeting, register at [https://forms.plano.gov/Forms/Sign\\_Up\\_Citizen](https://forms.plano.gov/Forms/Sign_Up_Citizen). Online registration opens at 5:00 p.m. on the Wednesday prior to the meeting and **closes at 4:00 p.m.** on the day of the meeting. **ONSITE REGISTRATION IS NOT AVAILABLE.**

Emails regarding agenda items and other comments on City business may be submitted to: [councilcomments@plano.gov](mailto:councilcomments@plano.gov).

### **CALL TO ORDER**

### **EXECUTIVE SESSION**

- |     |   |          |         |
|-----|---|----------|---------|
| I.  | Legal Advice  | Mims     | 30 min. |
|     | a) Respond to questions and receive legal advice on agenda items  |          |         |
|     | b) 1st Amendment on government owned property   |          |         |
|     | c) Criminal trespass, disorderly conduct and disrupting a public meeting Penal Code offenses.   |          |         |
| II. | Economic Development  | McDonald | 10 min. |
|     | Discuss a financial offer or other incentive to a business prospect to locate, stay, or expand in Plano and consider any commercial and financial information from the business prospect. |          |         |

- |   |         |         |
|---|---------|---------|
| III. Personnel  | Council | 30 min. |
| a) Appointment/Reappointment: North Texas Municipal Water District Board - Member |         |         |

### **PRELIMINARY OPEN MEETING**

- |   |         |         |
|---|---------|---------|
| I. Consideration and action resulting from Executive Session discussion<br>Personnel -<br>a) Appointment/Reappointment: North Texas Municipal Water District Board - Member | Council | 5 min.  |
| II. Personnel - Appointments:<br>a) Tax Increment Financing Reinvestment Zone No. 5 Board - Members and Chair   | Council | 5 min.  |
| III. Heritage Preservation Grant Program Administrative Cost Funding  | Hill    | 15 min. |
| IV. Zoning and Subdivision Ordinance Rewrite Project Funding  | Day     | 10 min. |
| V. Discussion and direction re: Rules and Decorum Policy for public meetings  | Council | 20 min. |
| VI. Consent and Regular Agendas   | Council | 5 min.  |
| VII. Council items for discussion/action on future agendas  | Council | 5 min.  |

**In accordance with the provisions of the Open Meetings Act, during the Preliminary Open Meeting, agenda items will be discussed and votes may be taken where appropriate. The City Council may convene into Executive Session to discuss posted items in the session as allowed by law.**

***The City of Plano encourages participation from all citizens. The facility has accessible restroom facilities, drinking fountains, and power assist entrance doors. The facility is easily accessed from public sidewalks and parking areas, with designated accessible parking nearby. If you require additional assistance or reasonable accommodations under the Americans with Disabilities Act for this meeting or facility, including ASL interpreters, you should submit an ADA Reasonable Accommodation Request Form to the ADA Coordinator at least 48 hours in advance. If you need assistance completing the form, please call 972-941-7152. Complete or download the ADA Reasonable Accommodation Request Form at <https://www.plano.gov/395/Accessibility-Accommodations>.***



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Lisa Henderson, City Secretary

**PRESENTER:**

**TIME SPAN:**

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### **ITEM SUMMARY**

**This City Council Meeting will be held in person in the Davis Library Program Room and via videoconference. A quorum of the City Council, including the presiding officer, will participate in person. The facility will be open to members of the public.**

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## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Paige Mims, City Attorney

**AGENDA ITEM:** Legal Advice

**PRESENTER:** Mims

**TIME SPAN:** 30 min.

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### **ITEM SUMMARY**

Legal Advice

- a) Respond to questions and receive legal advice on agenda items
- b) 1st Amendment on government owned property
- c) Criminal trespass, disorderly conduct and disrupting a public meeting Penal Code offenses.



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Doug McDonald, Director of Economic Development

**AGENDA ITEM:** Economic Development

**PRESENTER:** McDonald

**TIME SPAN:** 10 min.

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### **ITEM SUMMARY**

Economic Development

Discuss a financial offer or other incentive to a business prospect to locate, stay, or expand in Plano and consider any commercial and financial information from the business prospect.



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Lisa Henderson, City Secretary

**AGENDA ITEM:** Personnel

**PRESENTER:** Council

**TIME SPAN:** 30 min.

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### **ITEM SUMMARY**

Personnel

a) Appointment/Reappointment: North Texas Municipal Water District Board - Member



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Mark D. Israelson, City Manager

**PRESENTER:** Council

**TIME SPAN:** 5 min.

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### **ITEM SUMMARY**

Consideration and action resulting from Executive Session discussion

Personnel -

a) Appointment/Reappointment: North Texas Municipal Water District Board - Member

### **BACKGROUND**

NTMWD - Board Member Kelley's term expires May 31, 2024. Council may reappoint Mr. Kelley to serve another term or select a new member.

### **ATTACHMENTS:**

| Description | Upload Date | Type |
|-------------|-------------|------|
| Memo        | 4/2/2024    | Memo |

**Date:** April 3, 2024

**To:** Honorable Mayor and City Council  
City Manager Israelson  
City Secretary Henderson

**From:** Alice Snyder, Assistant City Secretary

**Subject:** Personnel  
Executive and Work Session Meetings

The following reappointment and appointments will be considered at the April 8, 2024, Council meeting.

| <b><u>Executive Session</u></b>                         | <b><u>Work Session Meeting</u></b>  |
|---|---|
| -North Texas Municipal Water District<br>Board - Member | -Tax Increment Financing Reinvestment Zone<br>No. 5 Board – Members and Chair |





## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Mark D. Israelson, City Manager

**AGENDA ITEM:** Personnel

**PRESENTER:** Council

**TIME SPAN:** 5 min.

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### **ITEM SUMMARY**

Personnel - Appointments:

a) Tax Increment Financing Reinvestment Zone No. 5 Board - Members and Chair

### **ATTACHMENTS:**

| Description | Upload Date | Type |
|-------------|-------------|------|
| Memo        | 4/2/2024    | Memo |

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**To:** Honorable Mayor and City Council  
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| <b><u>Executive Session</u></b>                         | <b><u>Work Session Meeting</u></b>  |
|---|---|
| -North Texas Municipal Water District<br>Board - Member | -Tax Increment Financing Reinvestment Zone<br>No. 5 Board – Members and Chair |



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Christina Day, Director of Planning

**AGENDA ITEM:** Heritage Preservation Grant Program Administrative Cost Funding

**PRESENTER:** Hill

**TIME SPAN:** 15 min.

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### **ITEM SUMMARY**

Heritage Preservation Grant Program Administrative Cost Funding

### **ATTACHMENTS:**

| Description | Upload Date | Type |
|-------------|-------------|------|
| Memo        | 4/1/2024    | Memo |

**Date:** March 27, 2024

**To:** City Council

**From:** Christina Day, AICP, Director of Planning  
Eric Hill, AICP, Secretary of Heritage Commission/Assistant Director of Planning

**Subject:** Heritage Preservation Grant Program Funding

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The purpose of this memo is to discuss changes to funding for the Heritage Preservation Grant (HPG) Program.

At the February 26, 2023, City Council meeting, staff brought a discussion to consider changes to the Heritage Preservation Grant Program (HPG) related to project Operations & Maintenance (O/M) funds. At that meeting, City Council (Council) directed staff to allow changes to funding amounts and entities and to bring back specific information at a future meeting.

As of now, it is anticipated that \$1 million will be allocated towards the HPG program for the upcoming fiscal year. At this time, staff is recommending the following:

1. The existing amounts that have been annually allocated for the Heritage Farmstead Museum (\$330,000) and the Plano Conservancy for Historic Preservation (\$145,000) since FY2009-10 should be retained and set aside as fixed costs to the grant program. The city owns the property under both facilities, which is unique among the grantees. With this change, the Heritage Commission will no longer need to make a recommendation to City Council on this funding. To differentiate these amounts from the recommended changes below, these funds will continue to be called O/M funds.
2. The remaining \$525,000 should be available to support projects and the administrative costs associated with operating and maintaining them (O/M funds). However, to differentiate them from the funds described above, these funds will be called "Project Administrative Costs." Staff is recommending the following:
  - a. Project Administrative Costs should be capped at a maximum of 20% of each individual project. These costs are illustrated using FY2023-24 amounts in the table that follows.
  - b. Applicants requesting Administrative Costs must clearly articulate the value as it pertains to supporting Heritage Tourism projects. Eligible expenses are items such as salaries, utilities, and other indirect program costs necessary to support the project.

For instance, using the FY2023-24 allocated funding with the recommended 20% cap as an example, the Project Administrative Cost funding amounts would have been:

| Organization                                      | FY2023-24 Projects Requested (Excluding O/M)         | Amount           | Project Administrative Cost Funding |
|---|--|------------------|-------------------------------------|
| Heritage Farmstead Museum                         | Special Events                                       | \$50,000         | \$10,000                            |
|   | Marketing  | \$35,000         | \$7,000                             |
|   | Ram Barn & Olney Davis Garage Restoration            | \$70,000         | \$14,000                            |
|   | Pathway & Drainage Improvements                      | \$20,000         | \$4,000                             |
|   | <b>TOTAL</b>   | <b>\$175,000</b> | <b>\$35,000*</b>                    |
| The Plano Conservancy for Historic Preservation   | Outreach/Education                                   | \$6,568          | \$1,314                             |
|   | Plano Mutual Cemetery                                | \$40,473         | \$8,095                             |
|   | IRM (Post ADA Museum Update)                         | \$15,629         | \$3,126                             |
|   | Museum Marketing                                     | \$10,278         | \$2,056                             |
|   | Archeology Outreach                                  | \$4,300          | \$860                               |
|   | <b>TOTAL</b>   | <b>\$77,248</b>  | <b>\$15,451*</b>                    |
| Texas Pool Foundation                             | Master Preservation Plan                             | \$28,250         | \$5,650                             |
|   | Umbrellas Project                                    | \$11,831         | \$2,366                             |
|   | Marketing  | \$10,000         | \$2,000                             |
|   | <b>TOTAL</b>   | <b>\$50,081</b>  | <b>\$10,016</b>                     |
| North Texas Masonic Historical Museum & Library** | Plano Masonic Square Monolithic Marker               | \$15,125         | \$3,025                             |
|   | Plano Mutual Cemetery, Masonic Section Refurbishment | \$4,671          | \$934                               |
|   | <b>TOTAL</b>   | <b>\$19,796</b>  | <b>\$3,959</b>                      |

\*These funds would have been in addition to the allocated O/M costs mentioned in #1 on the first page.

\*\*The NTMHL also received O/M funds in the amount of \$2,875 in FY2023-24.

At the March 26, 2023, Heritage Commission meeting, staff held a discussion on these proposed changes. The Commission was supportive of these recommendations.

CC: Raha Poladi, Planning Supervisor  
Bhavesh Mittal, Senior Planner/Heritage Preservation Officer



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Christina Day, Director of Planning

**AGENDA ITEM:** Zoning and Subdivision Ordinance Rewrite Project Funding

**PRESENTER:** Day

**TIME SPAN:** 10 min.

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### **ITEM SUMMARY**

Zoning and Subdivision Ordinance Rewrite Project Funding

### **ATTACHMENTS:**

| Description | Upload Date | Type |
|-------------|-------------|------|
| Memo        | 4/2/2024    | Memo |

**Date:** March 29, 2024

**To:** City Council

**From:** Christina D. Day, AICP, Director of Planning

**Subject:** Zoning and Subdivision Ordinance Rewrite Contract

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The regular City Council agenda for April 8, 2024, includes consideration of award of a contract to update the Zoning and Subdivision Ordinances. This project was previously budgeted for \$500,000 in the Fiscal Year 2022-23 and 2023-24 budgets; however, to complete the project as proposed, additional funds will be needed in future years to support the project.

#### Current Situation and Need

The city's primary development regulations are split into two separate ordinances, the Zoning Ordinance and Subdivision Ordinance, which are largely rooted in the policy aims of the comprehensive plan from the 1980s. This plan addressed a rapidly growing city with a large amount of undeveloped land; however, today 4% of land in the city remains undeveloped and most development projects involve redevelopment of a property. The ordinances were not designed to address these demands. Additionally, the ordinances have been amended many times as development and legislative issues arose, leading to a complicated system of regulations that could use a comprehensive review.

With the adoption of Comprehensive Plan 2021, the city's development regulations need to be realigned to ensure that they support the intent of the new plan. Simplifying the ordinances where possible to streamline review will benefit the whole community - city leaders, residents, staff, property owners, and developers. Additional graphics, updated language, and use of technology, can make the documents more user friendly.

#### Evaluation Process and Project Proposal

After an evaluation process, Freese and Nichols, Inc. was ultimately selected for the project as they were deemed to be the most qualified due to their collective experience with zoning and subdivision regulations, the experience of the project team, as well as the quality and design of previous work.

The contract with Freese and Nichols, Inc. exceeds the amount previously budgeted. When the initial budget request was made, the reference contracts available at the time for similar work were for projects initiated before the Covid-19 pandemic and for, generally, smaller communities. Additional cost was factored in, due to these limitations; however, it did not meet the full needs. Plano's standards for excellence and inflationary pressures also likely impacted the cost for the project.

The project will begin with a diagnostic report to establish issues that need to be addressed along with general recommendations, including a thorough review of the comprehensive plan. This report will be followed by four modules focused on ordinance content. The scope includes a designated Steering Committee meeting over 19 months and 7 meetings with the Planning & Zoning Commission to ensure the project is meeting expectations as the ordinance is drafted. This process is designed to provide robust

public stakeholder review, including availability for input and comment at public meetings with the Planning & Zoning commission throughout the process. This level of transparency creates additional expense. A joint City Council and Commission workshop is also planned before public hearings take place at the Commission and City Council. To help create transparency in case of future change orders, the scope of work includes a set cost for additional meetings.

This project will help to ensure the community gains efficient access to quality development standards which are aligned with the policy goals of the City Council. If the contract is awarded, additional budget request will be made for the FY2024-25 and FY2025-26 budgets, since the scope of work extends over three budget years, into 2026. This request will include funds for legal review, technology implementation for a user-friendly ordinance, and administrative costs (e.g., public meetings expenses, bus rentals for tours). The total amount to be requested is expected to be: \$664,615:

|  |                    |
|--|--------------------|
| Freese and Nichols Contract:           | \$966,300          |
| Legal Review:                          | \$100,000          |
| Technology Implementation:             | \$50,000           |
| Administrative Costs (5% of contract): | \$48,315           |
| <b>Total:</b>                          | <b>\$1,164,615</b> |
|  |                    |
| Budgeted:                              | \$500,000          |
| Future Budget Request(s):              | \$664,615          |





## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Paige Mims, City Attorney

**AGENDA ITEM:** Rules and Decorum Policy

**PRESENTER:** Council

**TIME SPAN:** 20 min.

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### **ITEM SUMMARY**

Discussion and direction re: Rules and Decorum Policy for public meetings



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Lisa Henderson, City Secretary

**PRESENTER:** Council

**TIME SPAN:** 5 min.

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### **ITEM SUMMARY**

Consent and Regular Agendas



## CITY COUNCIL AGENDA MEMO

**MEETING DATE:** 4/8/2024

**DEPARTMENT:** City Secretary

**DIRECTOR:** Mark D. Israelson, City Manager

**PRESENTER:** Council

**TIME SPAN:** 5 min.

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### **ITEM SUMMARY**

Council items for discussion/action on future agendas