

**RICHARDSON CITY COUNCIL  
MONDAY, MAY 18, 2026  
WORK SESSION AT 6:00 PM  
RICHARDSON CITY HALL, 2360 CAMPBELL CREEK BLVD., SUITE 525, RICHARDSON, TX 75082**

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**Closed Executive Session Authorized**

As authorized by Section 551.071 (2) of the Texas Government Code, this meeting may be convened into closed Executive Session to seek confidential legal advice from the City Attorney on any listed agenda item.

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**Videoconference Call Authorized**

Pursuant to Texas Government Code Section 551.127, one or more members of the City Council may participate in this meeting by videoconference call. A quorum of the City Council and the presiding officer will be present at the physical location of the meeting.

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**Meeting Information**

- City Council Rules of Order and Procedure: <https://www.cor.net/RulesofOrderandProcedure>
- Public Comment Cards for comments on agenda items, the visitors forum, or public hearings can be found at [www.cor.net/PublicCommentForm](http://www.cor.net/PublicCommentForm) and submitted online by 4 p.m. on the date of the meeting or in person before the meeting begins to be included in the public record.
- City Council meetings are available for viewing via live-stream online and on-demand at [www.cor.net/city](http://www.cor.net/city).

**WORK SESSION – 6:00 PM, MULTIPURPOSE ROOM #CH 157**

• **CALL TO ORDER**

**A. PUBLIC COMMENTS ON AGENDA ITEMS AND VISITORS FORUM**

Speakers must complete a public comment card and submit it to the City Secretary before the meeting begins. Speakers will have a maximum of 5 minutes to speak. The time allocated for all public comments is 30 minutes.

• **PUBLIC COMMENTS ON AGENDA ITEMS**

The public comment portion of the City Council meeting is scheduled at the beginning of the meeting to allow the public to address the City Council regarding an item listed on the agenda that is not a public hearing.

• **VISITORS FORUM**

The visitors forum portion of the meeting is set aside for members of the public to address the City Council on any topic in which the subject matter is within the jurisdiction of the City.

**B. RECOGNITION OF PUBLIC WORKS WEEK**

**C. PRESENT AND DISCUSS A PROPOSED APPROACH FOR A NEW UNIFIED DEVELOPMENT CODE (UDC) AND FOR ADDRESSING PLANNING AND ZONING RELATED COUNCIL TACTICS**

**D. REVIEW AND DISCUSS THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**E. REVIEW AND DISCUSS THE CITY COUNCIL POLICIES AND PROCEDURES RELATED TO KEY TO THE CITY AND NAMING POLICIES**

**F. REPORT ON ITEMS OF COMMUNITY INTEREST**

*The City Council will have an opportunity to address items of community interest, including: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the City of Richardson; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the City of Richardson that was attended or is scheduled to be attended by a member of the City Council or an official or employee of the City of Richardson; and announcements involving an imminent threat to the public health and safety of people in the City of Richardson that has arisen after posting the agenda.*

- VISITORS FORUM CONTINUED (*if needed*)
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- ADJOURN

I CERTIFY THE ABOVE AGENDA WAS POSTED ON THE BULLETIN BOARD AT THE RICHARDSON CITY HALL ON TUESDAY, MAY 12, 2026, BY 5:30 P.M.

AIMEE NEMER, CITY SECRETARY

ACCOMMODATION REQUESTS FOR PERSONS WITH DISABILITIES SHOULD BE MADE AT LEAST 48 HOURS PRIOR TO THE MEETING BY CONTACTING THE ADA COORDINATOR, VIA PHONE AT (972) 744-4168, VIA EMAIL AT [ADACOORDINATOR@COR.GOV](mailto:ADACOORDINATOR@COR.GOV), OR BY APPOINTMENT AT 2360 CAMPBELL CREEK BLVD., SUITE 525, RICHARDSON, TEXAS 75082.

PURSUANT TO SECTION 46.03, PENAL CODE (PLACES WEAPONS PROHIBITED), A PERSON MAY NOT CARRY A FIREARM OR OTHER WEAPON ON THIS PROPERTY. \*

FOR THE PURPOSE OF THIS NOTICE "PROPERTY" SHALL MEAN THE COUNCIL CHAMBERS OR ANY OTHER ROOM WHERE A MEETING SUBJECT TO AN OPEN MEETING UNDER GOVERNMENT CODE CHAPTER 551 OF THE RICHARDSON CITY COUNCIL IS HELD.

*\*This does not apply to licensed carriers.*

**Item**

Recognition of Public Works Week

**Staff**

Eric Robison, Director of Public Services

**Staff/Guest Attendees**

Eric Robison, Director of Public Services

In Audience:

Brad Bernhard, Assistant Director of Public Services

Brad Due, Utility Superintendent

Donnie Davis, Utility Superintendent

Mario Aguilar, Street Superintendent

Paula Johnson, Environmental Services Superintendent

**Summary**

Eric Robison will provide a review of the Public Services Department and National Public Works Week, May 17-23, 2026

**City Council Strategies**

- Attract, develop, and retain high-quality, innovative employees

**Background**

This is an opportunity to recognize the good work performed by our Public Services staff while taking the time to recognize them during National Public Works Week. A summary of our plans to recognize staff during National Public Works Week will be provided.

**Item**

Present and discuss a proposed approach for a new Unified Development Code (UDC) and for addressing planning and zoning related Council tactics.

**Staff**

Tina Firgens, Director of Development Services

**Staff/Guest Attendees**

Andrew Bogda, Assistant Director of Development Services - Planning

**Summary**

Staff will present a proposed approach for a new Unified Development Code (UDC) that consolidates the City's Comprehensive Zoning Ordinance, Subdivision and Development Regulations, and Sign Code into one document as it pertains to regulating land uses, development, and signage throughout the city. The proposed UDC supports implementing approximately 19 action items identified within the *Envision Richardson* comprehensive plan, of which 11 items were identified as high priority. Additionally, staff will present an approach to addressing City Council's tactic as it relates to reviewing the three existing Enhancement/Redevelopment areas.

**City Council Strategies**

- Improve access, usability, and user experience with policies, processes, and procedures
- Value, protect, and create a positive return on City, resident, and other stakeholder investments in the City
- Document and continuously improve innovative business processes
- Effectively navigate the regulatory environment

**Background**

City Council's work plan for 2025-2027 included several tactics related to the City's approach to planning and zoning matters:

- Tactic #2: Review Comprehensive Zoning Ordinance and development standards and reconcile with the future land use plan.
- Tactic #3: Review existing design standards and options for enhancements and standardization.
- Tactic #4: Review existing special reinvestment areas and reconcile any outstanding differences in understanding.
- Tactic #5: Evaluate approach and order of studying the special development areas identified in *Envision Richardson*.

Staff will utilize this time to present a proposed approach that outlines a typical process for implementing a Unified Development Code (UDC), including utilizing consultant assistance given the scope of work associated with writing a new UDC and addressing other considerations. A new UDC would accomplish Tactics #2, #3 and #5, and potentially Tactic #4.

Regarding Tactic #4, this tactic specifically relates to the West Spring Valley, Main Street/Central Expressway, and Collins Arapaho areas. Staff will present a

proposed approach that addresses accomplishing this tactic. Should City Council concur with staff's approach, a presentation would be given to Council during the fall 2026. Any direction received at that time would be evaluated to assess if the direction provided could potentially be incorporated into the new UDC or addressed as a separate project following the conclusion of the UDC.

**Financial Considerations**

Estimated \$1,000,000 (proposed FY26-27)

**Proposed Action/Motion**

While no formal action is required at this time, Staff seeks direction from City Council regarding the following:

1. Is City Council supportive of staff issuing an RFQ to move forward with creating a Unified Development Code?
2. Is City Council supportive of staff's proposed approach for addressing the remaining City Council Tactic #4?

**Item**

Review and discuss the Community Development Block Grant (CDBG) Program.

**Staff**

Charles Goff, Assistant City Manager

**Staff/Guest Attendees**

Tina Firgens, Director of Development Services

Andrew Bogda, Assistant Director of Development Services – Planning

Maureen Milligan, Director – Grow America

**Summary**

Staff will present an overview of the Community Development Block Grant Program, different approaches to deployment of CDBG funds, and considerations for Richardson should the city Council wish to pursue acceptance of CDBG funding.

**City Council Strategies**

- Value, protect, and create a positive return on City, resident, and other stakeholder investments in the City
- Effectively navigate the regulatory environment

**Background**

Staff and the consultant team from Grow America presented the results of the Housing Needs Assessment and Housing Strategy to the City Council on October 27, 2025. CDBG funds were identified as one of the potential funding strategies for the City's efforts. Established in 1974, the Community Development Block Grant (CDBG) program is a federal program administered by the U.S. Department of Housing and Urban Development (HUD) that provides funding to local governments to support community development activities aimed at improving the quality of life for residents, particularly low- to moderate-income populations. The program focuses on activities such as housing, public facilities and infrastructure, public services, and economic development. While the city has never accepted CDBG funding, Richardson's estimated 2027 allocation would be approximately \$798,000.

**Financial Considerations**

The initiation requirement for requesting CDBG funding would be to develop a citizen participation plan and 5-year consolidated plan. Staff has estimated that this will cost approximately \$300,000.

**Proposed Action/Motion**

While no formal action is required currently, Staff seeks direction from City Council regarding whether to pursue CDBG funding and which eligible activities to focus on.

**Item**

Review and discuss the city council policies and procedures related to key to the city and naming policies

**Staff**

Aimee Nemer, City Secretary  
Greg Sowell, Director, Communications and Engagement Department

**Staff/Guest Attendees**

Aimee Nemer, City Secretary  
Greg Sowell, Director, Communications and Engagement Department

**Summary**

Review and discuss policy related to development of criteria for “Key to the City” presentations and naming City assets.

**City Council Strategies**

Improve access, usability, and user experience with policies, processes, and procedures

**Background**

In meeting the City Council’s goal to formalize processes and procedures, a policy is being drafted to address the selection process for “Key to the City” recipients. The draft policy outlines guidelines for the selection process and presentation will include a draft display case design. A similar policy will be presented for naming City assets.

**Financial Considerations**

An estimated cost of materials for each presentation will be provided at the Council meeting. Cost for presentation ceremony is recommended to coincide with events already on the City’s schedule.

**Proposed Action/Motion**

Provide input on proposed policy direction and presentation design.