



**REGULAR CITY COUNCIL MEETING MINUTES**

**JANUARY 7, 2020**

**LOCATION:** 1400 Main Street, Southlake, Texas 76092  
Council Chambers in Town Hall

**CITY COUNCIL PRESENT:** Mayor Laura Hill, Mayor Pro Tem Shawn McCaskill, Deputy Mayor Pro Tem John Huffman, and Councilmembers Chad Patton, Ronell Smith and Christopher Archer.

**ABSENT:** Councilmember Shahid Shafi

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski, Assistant City Manager Ben Thatcher, Assistant to the City Manager Lauren LaNeave, Chief Performance & Innovation Officer Dale Dean, Deputy Director of Public Relations Pilar Schank, Chief Financial Officer Sharen Jackson, Director of Community Services Chris Tribble, Deputy Deputy Director of Economic Development Daniel Cortez, Assistant Police Chief Ashleigh Casey, Fire Chief Mike Starr, Director of Human Resources Stacey Black, Deputy Director of Information Technology Jerry Weitzel, Senior Director of Planning and Development Services Ken Baker, Director of Public Works Rob Cohen, City Attorney Allen Taylor, and City Secretary Amy Shelley.

**WORK SESSION:**

**1. CALL TO ORDER**

Work Session was called to order by Mayor Laura Hill at 5:35pm.

**2. INVOCATION: CLAYTON REED**

Mr. Reed gave the invocation. Mayor Laura Hill led the pledges of allegiance to the United States and Texas Flags.

**3. DISCUSS ALL ITEMS ON TONIGHT'S AGENDA. NO ACTION WILL BE TAKEN AND EACH ITEM WILL BE CONSIDERED DURING THE REGULAR SESSION.**

Mayor Hill reviewed the items on tonight's consent agenda.

**REGULAR SESSION: Immediately following the work session**

**1. CALL TO ORDER**

Regular Session was called to order by Mayor Hill at 5:38pm.

## **2A. EXECUTIVE SESSION**

Mayor Hill announced the City Council would go into Executive Session pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071 consultation with city attorney; Section 551.072 deliberation regarding real property; and, Section 551.074 deliberation regarding personnel matters. City Council adjourned for Executive Session at 5:38pm. Executive Session began at 6:00pm and concluded at 6:26pm.

## **2B. RECONVENE**

Mayor Hill reconvened the meeting at 6:38pm.

## **3. REPORTS:**

### **3A. MAYOR'S REPORT**

Mayor Hill had nothing to report.

**CONSENT AGENDA:** All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember or citizen so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

## **4. CONSENT AGENDA:**

Consent Agenda items are considered to be routine by the City Council and are enacted with one motion.

**4A. APPROVE MINUTES FROM THE DECEMBER 3, 2019 REGULAR CITY COUNCIL MEETING.**

**4B. APPROVE A FACILITIES UTILIZATION AGREEMENT WITH THE SOUTHLAKE GIRLS LACROSSE ASSOCIATION FOR THE SPORT OF GIRLS LACROSSE.**

**4C. ZA18-0043, VARIANCE TO PLAT EXPIRATION FOR THE STONY BROOK PLAT REVISION.**

**4D. APPROVE THE PROPOSAL FROM EPC GROUP DESIGNED TO MIGRATE ALL CITY RELATED EMAILS AND CLOUD-BASED STORAGE FROM GOOGLE TO MICROSOFT IN AN AMOUNT NOT TO EXCEED \$70,000.**

**4E. APPROVE AN ENGINEERING SERVICES AGREEMENT (ESA) WITH JONES CARTER, INC. TO PROVIDE ENGINEERING DESIGN SERVICES FOR DRAINAGE IMPROVEMENTS LOCATED AT DOVE CREEK TRAIL AND WEST HIGHLAND STREET, AND STRUCTURAL IMPROVEMENTS AT SAN SABA DRIVE AND MISSION DRIVE IN AN AMOUNT NOT TO EXCEED \$137,250.**

## APPROVED

Motion was made to approve the Consent Agenda Items 4A-4E, noting Item 4C – variance to Plat Expiration for the Stony Brook Plat Revision – the Council is extending the validity of the Plat Revision to September 30, 2020.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 6-0

### REGULAR AGENDA:

#### **5. PUBLIC FORUM**

Due to the quick adjournment of the executive session, the times reflected below for the Public Forum are correct.

Mayor Hill opened the public forum at 7:43pm.

Lou Braun, 106 Starling Court, spoke about issues relative to the mass gathering approval process, particularly with his homeowner's association.

Rich DeOttee, 112 Keystone, expressed his appreciation for being elected to the Tarrant Appraisal District Board of Directors. He stated there is work to be done on this board.

Scott Kasden, 2813 W. Southlake Blvd., Suite 130, spoke about issues relative to health hazards in his suite.

There being no one else wishing to speak, Mayor Hill closed the public forum at 7:50pm.

#### **6. ORDINANCES, SECOND READINGS, PUBLIC HEARINGS, AND RELATED ITEMS**

- 6A. ORDINANCE NO. 480-330E, (ZA19-0067) 2ND READING, ZONING CHANGE AND SITE PLAN FOR CARROLL DRAGON STADIUM ON PROPERTY DESCRIBED AS LOT 1, BLOCK 1 AND LOT 1, BLOCK 2, CARROLL ISD NO. 6 ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1085 S. KIMBALL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. REQUESTED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

## APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 6A and answered questions from Council.

Mayor Hill opened the public hearing at 6:40pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 6:40pm.

Motion was made to approve Item 6A, Ordinance No. 480-330E, (ZA19-0067) 2nd Reading, Zoning Change and Site Plan for Carroll Dragon Stadium on property described as Lot 1, Block 1 and Lot 1, Block 2, Carroll ISD No. 6 Addition, an addition to the City of Southlake, Tarrant County, Texas and located at 1085 S. Kimball Avenue, subject to the Staff Report dated December 30, 2019, and the Site Plan Review Summary No. 2, dated November 13, 2019, granting the following:

- A variance to Landscape Ordinance No. 544-B, Sections 3.3 and 3.4, requesting relief from additional interior landscape requirements relating to the increase in floor area and replacement of the removed ornamental tree.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 6-0

In accordance with Section 4.21 of the City Charter, the caption for this item is listed as follows:

ORDINANCE NO. 480-330E

AN ORDINANCE AMENDING ORDINANCE NO. 480, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF SOUTHLAKE, TEXAS; GRANTING A ZONING CHANGE ON A CERTAIN TRACT OR TRACTS OF LAND WITHIN THE CITY OF SOUTHLAKE, TEXAS BEING LEGALLY DESCRIBED AS LOT 1, BLOCK 1, AND LOT 1, BLOCK 2, CARROLL I.S.D. NO. 6 ADDITION, AND BEING 41.347 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "S-P-1" DETAILED SITE PLAN DISTRICT WITH "CS" COMMUNITY SERVICE DISTRICT USES INCLUDING TRANSPORTATION FACILITY AND STADIUM TO "S-P-1" DETAILED SITE PLAN DISTRICT WITH "CS" COMMUNITY SERVICE DISTRICT USES INCLUDING TRANSPORTATION FACILITY AND STADIUM, AS DEPICTED ON THE APPROVED SITE PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "B", SUBJECT TO THE SPECIFIC REQUIREMENTS CONTAINED IN THIS ORDINANCE; CORRECTING THE OFFICIAL ZONING MAP; PRESERVING ALL OTHER PORTIONS OF THE ZONING ORDINANCE; DETERMINING THAT THE PUBLIC INTEREST, MORALS AND GENERAL WELFARE DEMAND THE ZONING CHANGES AND AMENDMENTS HEREIN MADE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

- 6B. ORDINANCE NO. 480-765 (ZA19-0071), 2<sup>ND</sup> READING, ZONING CHANGE AND CONCEPT PLAN FOR THE CANOPY ON PROPERTY DESCRIBED AS TRACT 2A02, SAMUEL FREEMAN SURVEY, ABSTRACT NO. 525, SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 395 SHADY LN. (ADDRESSED AS 409 SHADY LN. BY TARRANT APPRAISAL DISTRICT), SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT**

**AND “SF-1A” SINGLE FAMILY RESIDENTIAL DISTRICT. REQUESTED ZONING: “SF-1A” SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #4. PUBLIC HEARING**

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 6B and answered questions from Council.

Koss Makus, Hat Creek Development, also presented this item and answered questions from Council.

Mayor Hill opened the public hearing at 7:02pm.

Scott and Carol Guiler, 405 Shady Lane, spoke regarding the proposed fencing along Shady Lane.

David Dowd, 2900 Hillcastle, spoke about concerns for the street width, drainage, and traffic.

Ximena Peryea, 2820 Rainforest Court, spoke in opposition to this request with concerns about drainage, irrigation and landscape maintenance.

There being no one else wishing to speak, Mayor Hill closed the public hearing at 7:18pm.

Motion was made to approve Item 6B, Ordinance No. 480-765 (ZA19-0071), 2nd Reading, Zoning Change and Concept Plan for The Canopy on property described as Tract 2A02, Samuel Freeman Survey, Abstract No. 525, Southlake, Tarrant County, Texas and located at 395 Shady Ln. (addressed as 409 Shady Ln. by Tarrant Appraisal District), subject to the Staff Report dated December 31, 2019, and Concept Plan Review Summary No. 3, dated December 30, 2019, granting the following variances:

- Tree Preservation Ordinance No. 585-E. The required canopy to be preserved is 70%, based on the existing 14.43% existing tree cover and approximately 65.72% of the tree cover to be preserved as shown on the tree conservation plan.
- Subdivision Ordinance No. 483, as amended, Section 5.04 which prohibits private streets in new subdivisions in which less than 75% of the lots contain homeowner occupied structures. Allowing a private driveway/street internal to the development with a 31' wide back of curb to back of curb paving section in a 50' common access and drainage utility easement as shown on the concept plan. Noting that the private driveway/street internal to the subdivision shall be dedicated to and maintained by the HOA. Also noting that the off-site portion of the access driveway to the west shall be re-constructed to include a nineteen (19) foot wide paving section to meet the Fire Marshal's requirements within the existing and proposed 30' ingress/egress/access easement. Also noting that this proposed 30' easement will be maintained by the HOA.
- Subdivision Ordinance No. 483, as amended, Section 8.01.D requires that all side lot lines shall be perpendicular to the right-of-way or radial in the case of a cul-de-sac or

curvilinear design. A variance is requested to allow the side lot lines as shown as shown on the concept plan.

- Subdivision Ordinance No. 483, as amended, Section 5.03.I requires cul-de-sacs to not exceed 1,000 feet. A variance is requested to allow the cul-de-sac as shown on the concept plan.

Also noting:

- Per fence exhibit C, a 6' iron fence will be installed along the north part of the access easement adjacent to the property addressed a 413 Shady Lane as represented on the concept plan. An 8' cedar fence with a cap, stained on both sides and with metal post will be installed along the north part of the access easement adjacent to the property addressed a 405 Shady Lane as represented on the concept plan. The fence will be installed in a manner that preserves adequate site distance at the Shady Lane/access easement intersection and is consistent with the requirements of the subdivision ordinance for the site triangle as determined by the City Engineer.
- Providing an option with respect to the north portion of the access easement to allow the applicant and the property owner to decide upon iron fencing or cedar fencing along that portion.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 6-0

In accordance with Section 4.21 of the City Charter, the caption for this item is listed as follows:

**ORDINANCE NO. 480-765**

AN ORDINANCE AMENDING ORDINANCE NO. 480, AS AMENDED, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF SOUTHLAKE, TEXAS; GRANTING A ZONING CHANGE ON A CERTAIN TRACT OR TRACTS OF LAND WITHIN THE CITY OF SOUTHLAKE, TEXAS BEING LEGALLY DESCRIBED AS TRACT 2A02, SAMUEL FREEMAN SURVEY, ABSTRACT NO. 525, SOUTHLAKE, TARRANT COUNTY, TEXAS, BEING APPROXIMATELY 8.22 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "AG" AGRICULTURAL DISTRICT AND "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT TO "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT AS DEPICTED ON THE APPROVED CONCEPT PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "B", SUBJECT TO THE SPECIFIC REQUIREMENTS CONTAINED IN THIS ORDINANCE; CORRECTING THE OFFICIAL ZONING MAP; PRESERVING ALL OTHER PORTIONS OF THE ZONING ORDINANCE; DETERMINING THAT THE PUBLIC INTEREST, MORALS AND GENERAL WELFARE DEMAND THE ZONING CHANGES AND AMENDMENTS HEREIN MADE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

**7. ORDINANCES, FIRST READINGS, AND RELATED ITEMS: (THERE ARE NO ITEMS ON THIS AGENDA.)**

*REGULAR CITY COUNCIL MEETING MINUTES, JANUARY 7, 2020*

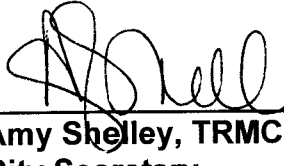
8. RESOLUTIONS: (THERE ARE NO ITEMS ON THIS AGENDA.)
9. OTHER ITEMS FOR CONSIDERATION: (THERE ARE NO ITEMS ON THIS AGENDA.)
10. OTHER ITEMS FOR DISCUSSION: (THERE ARE NO ITEMS ON THIS AGENDA.)
11. ADJOURNMENT

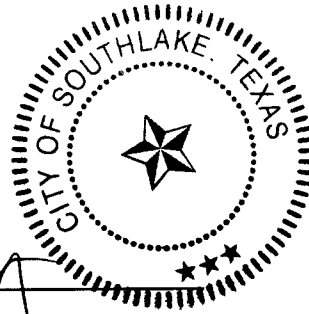
Mayor Hill adjourned the meeting at 7:50pm.

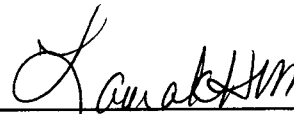
*\*An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

**MINUTES APPROVED ON THIS, THE 21<sup>ST</sup> DAY OF JANUARY 2020.**

**ATTEST:**

  
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**Amy Shelley, TRMC  
City Secretary**



  
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**Laura Hill  
Mayor**