



**REGULAR CITY COUNCIL MEETING MINUTES**

**JANUARY 21, 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 Shahid Shafi, Chad Patton, Ronell Smith and Christopher Archer.

**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, Police Chief James Brandon, 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, Policy & Strategic Initiative Principal Planner Jerod Potts, 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 Pro Tem Shawn McCaskill at 5:30pm.

**2. INVOCATION: CLAYTON REED**

Mr. Reed gave the invocation. Mayor Pro Tem Shawn McCaskill led the pledges of allegiance to the United States and Texas Flags.

**3. SOUTHLAKE CHAMBER OF COMMERCE UPDATE BY RYAN PEABODY**

Mr. Peabody provided the Southlake Chamber of Commerce update.

**4. NEW PROPOSED PROPERTY OWNER NOTIFICATION PROCESS FOR PLANNING RELATED CASES.**

Senior Director of Planning and Development Services Ken Baker and Policy & Strategic Initiative Principal Planner Jerod Potts provided an overview of the newly proposed property owner notification process for planning related cases.

**5. 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 6:32pm.

**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 and Section 551.072 deliberation regarding real property. City Council adjourned for Executive Session at 6:32pm. Executive Session began at 6:45pm and concluded at 7:13pm.

**2B. RECONVENE**

Mayor Hill reconvened the meeting at 7:20pm.

**3. REPORTS:**

**3A. MAYOR'S REPORT**

Mayor Hill had nothing to report.

**3B. CITY MANAGER'S REPORT**

**3B1. 2020 CENSUS**

City Manager Shana Yelverton introduced Deputy Director of Public Relations Pilar Schank who provided an overview of the upcoming 2020 Census.

**3B2. FINANCIAL REPORT (WRITTEN)**

There was no discussion on this item.

**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 JANUARY 7, 2020 REGULAR CITY COUNCIL MEETING.**
- 4B. AUTHORIZATION FOR FIRE ENGINE REPAIRS, IN AN AMOUNT NOT TO EXCEED \$65,000.**
- 4C. RESOLUTION NO. 20-001, ADOPTING THE 2020 TARRANT COUNTY HAZARD MITIGATION ACTION PLAN (HAZMAP).**
- 4D. RESOLUTION NO. 20-002, AUTHORIZING THE GRANT APPLICATION SUBMISSION TO THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG).**
- 4E. APPROVE AN ANNUAL PURCHASE AGREEMENT WITH MARTIN MARIETTA MATERIALS, INC. FOR AGGREGATE STREET MATERIALS THROUGH AN INTERLOCAL AGREEMENT (ILA) WITH THE CITY OF GRAPEVINE IN AN AMOUNT NOT TO EXCEED \$75,000.**
- 4F. APPROVE PURCHASE OF A REPLACEMENT BUS FROM SILSBEE FORD IN AN AMOUNT OF \$150,000.**
- 4G. APPROVE ANNUAL PURCHASING AGREEMENT WITH ED'S ELECTRIC SERVICE THROUGH AN INTERLOCAL AGREEMENT WITH THE CITY OF GRAND PRAIRIE FOR ELECTRICAL SERVICES.**
- 4H. APPROVE PARTNERING WITH SLALOM TO DESIGN A CAMERA SURVEILLANCE SYSTEM IN AN AMOUNT NOT TO EXCEED \$200,000.**
- 4I. SV19-0016, VARIANCES TO SIGN ORDINANCE NO. 704, AS AMENDED, AND THE MASTER SIGN PLAN FOR SOUTHLAKE TOWN SQUARE, PHASE I, FOR MOXIE'S GRILL AND BAR LOCATED AT 1472 MAIN ST., SOUTHLAKE, TX.**
- 4J. ZA19-0080, PLAT REVISION FOR LOTS 1R1 AND 1R2, BLOCK A, RAVENAUX VILLAGE, ON PROPERTY DESCRIBED AS LOT 1R, BLOCK A, RAVENAUX VILLAGE, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 101 W. STATE HWY. 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #7.**
- 4K. APPROVE THE CLOSURE OF CITY OFFICES ON MONDAY, JULY 6, 2020 IN OBSERVANCE OF THE 2020 INDEPENDENCE DAY HOLIDAY.**

- 4L. TABLE: ORDINANCE NO. 480-220B (ZA19-0072), 1ST READING, ZONING CHANGE AND CONCEPT PLAN / SITE PLAN FOR LIFE TIME ON PROPERTY DESCRIBED AS TRACT 1F, JAMES J. WEST SURVEY, ABSTRACT NO. 1620, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 550 W. STATE HWY. 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. REQUESTED ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #3. (THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM TO THE FEBRUARY 4, 2020 MEETING.)

**APPROVED**

Motion was made to approve the Consent Agenda Items 4B-4H, 4J-4L, as written, including tabling Item 4L.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

Councilmember Shafi abstained from Item 4A, the January 7, 2020 City Council meeting minutes, due to his absence.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman, Archer  
Nays: 0  
Abstain: Shafi  
Approved: 6-0-1

At the request of Councilmember Shafi, Consent Item 4I was removed from consent, and considered separately.

**APPROVED**

Motion was made to approve Consent Agenda Item 4I, as written.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman, Archer  
Nay: Shafi  
Approved: 6-1

**REGULAR AGENDA:**

**5. PUBLIC FORUM**

Mayor Hill opened the public forum at 7:30pm.

There being no one wishing to speak, Mayor Hill closed the public forum at 7:30pm.

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

- 6A. RESOLUTION NO. 19-048 (ZA19-0078), SPECIFIC USE PERMIT FOR THE DING KING TRAINING INSTITUTE TO ALLOW A COMMERCIAL SCHOOL, INCLUDING TRADE SCHOOL ON PROPERTY BEING DESCRIBED AS LOT 3R, BLOCK B, HART INDUSTRIAL PARK ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1603 HART STREET, SOUTHLAKE, TEXAS. CURRENT ZONING: "I-1" LIGHT INDUSTRIAL DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

**APPROVED**

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

Debra Perryman and Greg O'Connell, applicants and representatives, presented Item 6A and answered questions from Council.

Mayor Hill opened the public hearing at 7:51pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:51pm.

Motion was made to approve Item 6A, Resolution No. 19-048 (ZA19-0078), Specific Use Permit for The Ding King Training Institute to allow a Commercial School, including Trade School on property being described as Lot 3R, Block B, Hart Industrial Park Addition, an addition to the City of Southlake, Tarrant County, Texas and located at 1603 Hart Street, subject to the Staff Report dated Staff Report dated January 14, 2020, and Specific Use Permit Review Summary #2, dated January 2, 2020, granting the following:

- Approving the SUP for 5 years, plus (2) 5-year lease renewal options.

Also noting the following:

- No outside storage or parking of training vehicles.
- All repairs and training must be conducted inside the building.
- The public is not permitted to bring vehicles to the school for repairs.
- No hazardous materials or chemicals associated with the vehicle repair will be utilized or stored on site.
- Paint booths are not permitted.

Motion: McCaskill

Second: Huffman

Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer

Approved: 7-0

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

**RESOLUTION NO. 19-048**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR A COMMERCIAL TRADE SCHOOL ON COMMERCIAL PROPERTY WITHIN THE CITY OF SOUTHLAKE, TEXAS, LOCATED AT 1603 HART STREET, BEING DESCRIBED AS LOT 3R, BLOCK B, HART INDUSTRIAL PARK AS DEPICTED ON THE APPROVED SITE EXHIBIT ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A" AND PROVIDING AN EFFECTIVE DATE.

**6B. RESOLUTION NO. 19-047 (ZA19-0075), SPECIFIC USE PERMIT FOR THE LONESOME DOVE BAPTIST CHURCH CEMETERY ON PROPERTY DESCRIBED AS LOTS 1R1 AND 1R2, BLOCK 1, LONESOME DOVE BAPTIST CHURCH ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2380 AND 2384 LONESOME DOVE RD., SOUTHLAKE, TEXAS. CURRENT ZONING: "CS" COMMUNITY SERVICE DISTRICT. SPIN NEIGHBORHOOD #2. PUBLIC HEARING**

**APPROVED**

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

Mayor Hill opened the public hearing at 7:55pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:55pm.

Motion was made to approve Item 6B, Resolution No. 19-047 (ZA19-0075), Specific Use Permit for the Lonesome Dove Baptist Church Cemetery on property described as Lots 1R1 and 1R2, Block 1, Lonesome Dove Baptist Church Addition, an addition to the City of Southlake, Tarrant County, Texas and located at 2380 and 2384 Lonesome Dove Rd, subject to the Staff Report dated January 14, 2020, and Specific Use Permit Review Summary #2, dated January 3, 2020, noting the following:

- Due to the nature of the cemetery use, the SUP is approved in perpetuity.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

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

**RESOLUTION NO. 19-047**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR A CEMETERY USE ON PROPERTY WITHIN THE CITY OF SOUTHLAKE, TEXAS, LOCATED AT 2380 LONESOME DOVE ROAD, BEING DESCRIBED AS LOTS 1R1 AND 1R2, BLOCK 1, LONESOME DOVE BAPTIST CHURCH ADDITION, AS DEPICTED ON THE APPROVED SITE EXHIBIT ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A" AND PROVIDING AN EFFECTIVE DATE.

**6C. RESOLUTION NO. 19-046, (ZA19-0076), SPECIFIC USE PERMIT FOR A RESIDENTIAL SOLAR ENERGY SYSTEM ON PROPERTY DESCRIBED AS LOT 2, BLOCK 2, RANDOL MILL ESTATES, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1781 KINGSWOOD DRIVE, SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #5. PUBLIC HEARING**

**APPROVED**

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

Mayor Hill opened the public hearing at 8:02pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 8:02pm.

Motion was made to approve Item 6C, Resolution No. 19-046, (ZA19-0076), Specific Use Permit for a Residential Solar Energy System on property described as Lot 2, Block 2, Randol Mill Estates, an addition to the City of Southlake, Tarrant County, Texas and located at 1781 Kingswood Drive, subject to the Staff Report dated January 14, 2020, and Specific Use Permit Review Summary #2, dated January 3, 2020, noting the following:

- Due to the nature of the cemetery use, the SUP is approved in perpetuity.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

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

**RESOLUTION NO. 19-046**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR A SOLAR ENERGY SYSTEM ON RESIDENTIAL PROPERTY WITHIN THE CITY OF SOUTHLAKE, TEXAS, LOCATED AT 1781 KINGSWOOD DRIVE, BEING DESCRIBED AS LOT 2, BLOCK 2, RANDOL MILL ESTATES, AN ADDITION TO THE CITY OF SOUTHLAKE AS DEPICTED ON THE APPROVED SITE EXHIBIT ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A" AND PROVIDING AN EFFECTIVE DATE.**

**6D. ZA19-0077, SITE PLAN FOR LOT 4R, BLOCK 5R, SOUTHLAKE TOWN SQUARE, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, CURRENTLY ADDRESSED AS 141 GRAND AVENUE AND GENERALLY LOCATED IN THE 1400 BLOCK OF MAIN STREET AT THE SOUTHWEST CORNER OF MAIN ST. AND CENTRAL AVE., SOUTHLAKE, TEXAS. CURRENT ZONING: "DT" DOWNTOWN DISTRICT. SPIN NEIGHBORHOOD # 8. PUBLIC HEARING**

**APPROVED**

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

Mayor Hill opened the public hearing at 8:10pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 8:10pm.

Motion was made to approve Item 6D, ZA19-0077, Site Plan for Lot 4R, Block 5R, Southlake Town Square, an addition to the City of Southlake, Tarrant County, Texas, currently addressed as 141 Grand Avenue and generally located in the 1400 block of Main Street at the southwest corner of Main St. and Central Ave., subject to the Staff Report dated January 14, 2020, and Site Plan Review Summary # 3 dated January 14, 2020, noting the following:

- The lighting along the roof and windows will be white and will be in conformance with Southlake's lighting ordinances.
- There are no variances requested.
- Per the Planning and Zoning Commission motion, the roof top mechanical screening will be of materials that compliment the building exterior.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

7. **ORDINANCES, FIRST READINGS, AND RELATED ITEMS: (THERE ARE NO ITEMS ON THIS AGENDA.)**
8. **RESOLUTIONS: (THERE ARE NO ITEMS ON THIS AGENDA.)**
9. **OTHER ITEMS FOR CONSIDERATION:**
- 9A. **SV19-0015, VARIANCE TO THE SOUTHLAKE TOWN SQUARE MASTER SIGN PLAN FOR FRENCHIES MODERN NAIL CARE, LOCATED AT 1560 E. SOUTHLAKE BLVD., SUITE 110, SOUTHLAKE, TEXAS.**

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 9A and answered questions from Council.

Motion was made to approve Item 9A, SV19-0015, Variance to the Southlake Town Square Master Sign Plan for Frenchies Modern Nail Care, located at 1560 E. Southlake Blvd., Suite 110, subject to the Staff Report dated January 14, 2020, granting the following:

- A variance to the Southlake Town Square Master Sign Plan (MSP) to allow two signs on the south façade, a building blade sign and the existing fascia sign.



Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

- 9B. **ZA19-0081, PRELIMINARY PLAT FOR EXPLORER ADDITION, ON PROPERTY DESCRIBED AS TRACT 1B, PAYTON R. SPLANE SURVEY, ABSTRACT NO. 1453, TRACTS 4B AND 4C, C.B. MCDONALD SURVEY, ABSTRACT NO. 1013 AND TRACT 1B01A, HARRISON DECKER SURVEY, ABSTRACT NO. 438, SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2000 AND 2380 S.H. 26 AND 2200 MUSTANG CT., SOUTHLAKE, TEXAS. CURRENT ZONING: "I-2" HEAVY INDUSTRIAL DISTRICT. SPIN NEIGHBORHOOD #8.**

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 9B and answered questions from Council.

Motion was made to approve Item 9B, ZA19-0081, Preliminary Plat for Explorer Addition, on property described as Tract 1B, Payton R. Splane Survey, Abstract No. 1453, Tracts 4B and 4C, C.B. McDonald Survey, Abstract No. 1013 and Tract 1B01A, Harrison Decker Survey, Abstract No. 438, Southlake, Tarrant County, Texas and located at 2000 and 2380 S.H. 26 and 2200 Mustang Ct., subject to the Staff Report dated January 14, 2020, and Plat Review Summary No. 1 dated January 2, 2020.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer  
Approved: 7-0

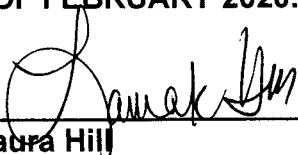
10. **OTHER ITEMS FOR DISCUSSION: (THERE ARE NO ITEMS ON THIS AGENDA.)**

11. **ADJOURNMENT**

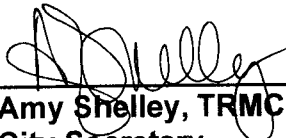
Mayor Hill adjourned the meeting at 8:26pm.

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

**MINUTES APPROVED ON THIS, THE 4<sup>TH</sup> DAY OF FEBRUARY 2020.**

  
\_\_\_\_\_  
Laura Hill  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
**Amy Shelley, TRMC**  
**City Secretary**



*If you plan to attend this public meeting and have a disability that requires special needs, please advise the City Secretary's Office 48 hours in advance at 817-748-8016 and reasonable accommodations will be made to assist you.*