



**REGULAR CITY COUNCIL MEETING MINUTES**

**MARCH 5, 2019**

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

**CITY COUNCIL PRESENT:** Mayor Laura Hill, Deputy Mayor Pro Tem Shawn McCaskill, and Councilmembers Shahid Shafi, Chad Patton, and John Huffman.

**CITY COUNCIL ABSENT:** Mayor Pro Tem Randy Williamson and Councilmember Christopher Archer.

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant to the City Manager Lauren LaNeave, Chief Performance & Innovation Officer Dale Dean, Deputy Director of Marketing and Communications Pilar Schank, Chief Financial Officer Sharen Jackson, Director of Community Services Chris Tribble, Deputy Director of Community Services Kate Meacham, Police Chief James Brandon, Deputy Fire Chief Kurt Hall, Director of Human Resources Stacey Black, Acting Deputy Director of Information Technology Jerry Weitzel, Senior Director of Planning and Development Services Ken Baker, Director of Public Works Rob Cohen, Deputy Director of Public Works Administration Kyle Hogue, 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 5:31pm.

**2. INVOCATION: SARAH WEAVER**

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

**3. SOUTHLAKE BUSINESS SPOTLIGHT – THE OLD NOCONA BOOT FACTORY**

Assistant City Manager Alison Ortowski introduced Adam Moore, of The Old Nocona Boot Factory, who addressed Council.

**4. ANNOUNCEMENT OF THE RUN4ELISE EVENT TO BE HELD ON APRIL 6, 2019.**

Mrs. Lori Cerami provided an overview of this event with an update on the Swim4Elise Foundation.

**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 5:46pm.

**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, Sections 551.071 consultation with city attorney; 551.072 deliberation regarding real property; and 551.089 deliberation regarding Security Devices or Security Audits. City Council adjourned for Executive Session at 5:46pm. Executive Session began at 6:00pm and concluded at 7:20pm.

**2B. RECONVENE**

Mayor Hill reconvened the meeting at 7:26pm.

As a result of Executive Session, a motion was made to authorize the City Manager to purchase the needed right of way and easement at 835 E. Southlake Blvd., and 620, 650, and 790 South Carroll Ave.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Huffman  
Approved: 5-0  
Absent: Williamson and Archer

**3. REPORTS:**

**3A. MAYOR'S REPORT**

Mayor Hill had nothing to report.

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

**3B1. CHAMPIONS CLUB OPENING & SPRING BREAK RECREATION OFFERINGS**

Deputy Director of Community Services Kate Meacham provided information on the grand opening of The Marq Champions Club, and an overview of recreation programs and activities scheduled during CISD Spring Break.

**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 FEBRUARY 19, 2019 REGULAR CITY COUNCIL MEETING.**
- 4B. APPROVE CONTRACT RENEWAL AND AMENDMENT WITH O'DONNELL'S LANDSCAPE SERVICES, INC. FOR CITYWIDE LANDSCAPE SERVICES FOR AN AMOUNT NOT TO EXCEED \$999,000.**
- 4C. APPROVE CONSTRUCTION SERVICES WITH FALKENBERG CONSTRUCTION FOR THE REPLACEMENT OF THE FRANK CORNISH, IV PARK FOUNTAIN VAULT FOR AN AMOUNT NOT TO EXCEED \$54,000.**
- 4D. APPROVE AN ENGINEERING SERVICES AGREEMENT WITH DELTATEK ENGINEERING FOR INTERIOR AND EXTERIOR REPAINTING OF THE 1.5 MILLION GALLON MIRON ELEVATED STORAGE TANK LOCATED NEAR THE END OF MIRON DRIVE IN AN AMOUNT NOT TO EXCEED \$112,445.**
- 4E. RATIFY APPROVAL OF CHANGE ORDER #3 TO THE CONSTRUCTION CONTRACT WITH RKM UTILITY SERVICES, INC. FOR NORTH WHITE CHAPEL BOULEVARD FROM HIGHLAND STREET TO STATE HIGHWAY 114 PREVIOUSLY AUTHORIZED BY CITY MANAGER.**
- 4F. REPEAL OF COMMUNITY SERVICES DEPARTMENT REFUND POLICY.**
- 4G. TABLE ZA18-0028, SITE PLAN FOR THE LANDMARK OFFICE EXPANSION ON PROPERTY DESCRIBED AS LOT 15, PHASE 1, LAKE WOOD ACRES ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 750 N. CARROLL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "O-1" OFFICE DISTRICT. SPIN NEIGHBORHOOD # 7. PUBLIC HEARING (THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM TO THE MARCH 19, 2019 MEETING.)**
- 4H. TABLE ORDINANCE NO. 480-758 (ZA19-0005), 1ST READING, ZONING CHANGE AND CONCEPT PLAN FOR HAWKWOOD ON PROPERTY DESCRIBED AS LOTS 1R AND 2R, BLOCK 1, BAKER ESTATES ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 610 AND 620 S. PEYTONVILLE AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT AND "RE-5" RESIDENTIAL ESTATE DISTRICT. PROPOSED**

ZONING: "SF-20A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD # 10. (THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM TO THE MARCH 19, 2019 MEETING.)

- 4I. TABLE ORDINANCE NO. 480-756 (ZA19-0003), 1ST READING, ZONING CHANGE AND CONCEPT PLAN FOR 2500 RAIN TREE DRIVE ON PROPERTY DESCRIBED AS LOT 15, S. FREEMAN NO. 525 ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 2500 RAIN TREE DRIVE, SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. PROPOSED ZONING: "RE-5" SINGLE FAMILY RESIDENTIAL ESTATE DISTRICT. SPIN NEIGHBORHOOD # 4. (THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM TO THE MARCH 19, 2019 MEETING.)

**APPROVED**

Motion was made to approve the Consent Agenda Items 4A-4F as written, including Tabling Items 4G-4I.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Huffman  
Approved: 5-0  
Absent: Williamson and Archer

**REGULAR AGENDA:**

**5. PUBLIC FORUM**

Mayor Hill opened the public forum at 7:37pm.

There being no one wishing to speak, Mayor Hill closed the public forum at 7:38pm.

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

- 6A. ORDINANCE NO. 480-728A (ZA19-0006), 2ND READING, ZONING CHANGE AND SITE PLAN FOR HIGHLAND CORNER ON PROPERTY DESCRIBED AS LOTS 1-8X, BLOCK A, HIGHLAND CORNER ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1030, 1100, 1110, 1120, 1130, 1140, 1150 AND 1160 N. KIMBALL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #4. PUBLIC HEARING

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 6A.

Mayor Hill opened the public hearing at 7:39pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:39pm.

Motion was made to approve Item 6A, Ordinance No. 480-728a (ZA19-0006), 2nd Reading, Zoning Change and Site Plan for Highland Corner on property described as Lots 1-8x, Block A, Highland Corner Addition, subject to the Staff Report dated February 26, 2019 – (Due to the limited scope of the request there was no review summary). Also noting the following:

- Approval of the color changes for seven office buildings from brown to grey, as presented.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Huffman  
Approved: 5-0  
Absent: Williamson and Archer

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

**ORDINANCE NO. 480-728a**

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 LOTS 1-8X, BLOCK A, HIGHLAND CORNER ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, BEING APPROXIMATELY 6.068 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "S-P-1" DETAILED SITE PLAN DISTRICT TO "S-P-1" DETAILED SITE PLAN DISTRICT 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. 704-J, 2ND READING, AMENDMENT TO THE COMPREHENSIVE SIGN ORDINANCE NO. 704, AS AMENDED, AS IT**

**PERTAINS TO REGULATING SIGNS WITHIN THE CITY LIMITS OF  
SOUTHLAKE, TEXAS. PUBLIC HEARING**

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 6B.

Mayor Hill opened the public hearing at 7:52pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:52pm.

Motion was made to approve Item 6B, Ordinance No. 704-J, 2nd Reading, Amendment to the Comprehensive Sign Ordinance No. 704, as amended, as it pertains to regulating signs within the city limits of Southlake, Texas, subject to the Staff Report dated February 26, 2019, also noting the following:

- Approval of the modified definition of Signs for Flat Panel A and Flat Panel B, as presented.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Huffman  
Approved: 5-0  
Absent: Williamson and Archer

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

**ORDINANCE NO. 704-J**

AAN ORDINANCE AMENDING ORDINANCE NO. 704-H, AS AMENDED, THE COMPREHENSIVE ORDINANCE REGULATING SIGNS WITHIN THE CITY LIMITS OF SOUTHLAKE, TEXAS; PROVIDING A TITLE; PROVIDING FOR PURPOSE AND INTENT FOR THE ADOPTION OF THIS ORDINANCE; PROVIDING FOR DEFINITIONS; PROVIDING FOR APPLICABILITY; PROVIDING FOR STANDARDS FOR TEMPORARY AND PERMANENT SIGNS; PROVIDING FOR STANDARDS FOR SIGNS REQUIRING PERMITS AND NOT REQUIRING PERMITS; PROHIBITING CERTAIN SIGNS; PROVIDING FOR EXEMPT SIGNS; PROVIDING FOR REQUIREMENTS FOR MASTER SIGN PLANS; ALLOWING NONCOMMERCIAL (IDEOLOGICAL) COPY ON SIGNS; PROVIDING FOR ADMINISTRATION AND ENFORCEMENT; PROVIDING FOR THE ISSUANCE AND REVOCATION OF SIGN PERMITS; PROVIDING FOR THE REMOVAL OF SIGNS; PROVIDING FOR APPEALS AND VARIANCES; 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 PAMPHLET FORM; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

6C. RESOLUTION NO. 19-010 (ZA19-0004), SPECIFIC USE PERMIT FOR L MAKEUP INSTITUTE TO ALLOW A COLLEGE, JUNIOR COLLEGE, OR OTHER SIMILAR INSTITUTION OF HIGHER LEARNING, WHETHER PUBLIC OR PRIVATE, ON PROPERTY BEING DESCRIBED AS LOT 2, BLOCK 1R, SOUTHLAKE TOWN SQUARE ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 112 STATE STREET, SUITE 200, SOUTHLAKE, TEXAS. CURRENT ZONING: "DT" DOWNTOWN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 6C.

Mayor Hill opened the public hearing at 8:02pm.

Michael Carter, 1808 Native Dancer Place, spoke in opposition to this request with concerns for parking in Town Square.

There being no one else wishing to speak, Mayor Hill closed the public hearing at 8:04pm.

Motion was made to approve Item 6C, Resolution No. 19-010 (ZA19-0004), Specific Use Permit for L Makeup Institute to allow a college, junior college, or other similar institution of higher learning, whether public or private, on property being described as Lot 2, Block 1R, Southlake Town Square Addition, an addition to the City of Southlake, Tarrant County, Texas, subject to the Staff Report dated March 5, 2019 and Review Summary No. 2, dated February 15, 2019, granting the following variance:

- Ordinance No. 480, as amended, Section 45.1(4) requires a "college" facility be located on a site of at least twenty acres and set back a minimum on one hundred feet from all property lines. The applicant is leasing space in an existing building in Southlake Town Square.

Also noting the following:

- The SUP can run concurrent with the term of the lease and any renewals of such lease.

Motion: McCaskill  
Second: Huffman  
Ayes: Shafi, McCaskill, Patton, Hill, Huffman  
Approved: 5-0  
Absent: Williamson and Archer

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

RESOLUTION NO. 19-010

AAN ORDINANCE AMENDING ORDINANCE NO. 704-H, AS AMENDED, THE COMPREHENSIVE ORDINANCE REGULATING SIGNS WITHIN THE CITY LIMITS OF

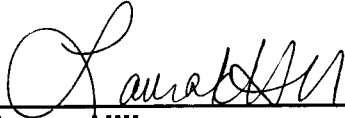
SOUTHLAKE, TEXAS; PROVIDING A TITLE; PROVIDING FOR PURPOSE AND INTENT FOR THE ADOPTION OF THIS ORDINANCE; PROVIDING FOR DEFINITIONS; PROVIDING FOR APPLICABILITY; PROVIDING FOR STANDARDS FOR TEMPORARY AND PERMANENT SIGNS; PROVIDING FOR STANDARDS FOR SIGNS REQUIRING PERMITS AND NOT REQUIRING PERMITS; PROHIBITING CERTAIN SIGNS; PROVIDING FOR EXEMPT SIGNS; PROVIDING FOR REQUIREMENTS FOR MASTER SIGN PLANS; ALLOWING NONCOMMERCIAL (IDEOLOGICAL) COPY ON SIGNS; PROVIDING FOR ADMINISTRATION AND ENFORCEMENT; PROVIDING FOR THE ISSUANCE AND REVOCATION OF SIGN PERMITS; PROVIDING FOR THE REMOVAL OF SIGNS; PROVIDING FOR APPEALS AND VARIANCES; 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 PAMPHLET FORM; 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.)**
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 8:09pm.

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

**MINUTES APPROVED ON THIS, THE 19<sup>TH</sup> DAY OF MARCH, 2019.**

  
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**Laura Hill**  
**Mayor**

**ATTEST:**

  
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**Amy Shelley, TRMC**  
**City Secretary**

