



**REGULAR CITY COUNCIL MEETING MINUTES**

**APRIL 2, 2019**

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

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

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant City Manager Ben Thatcher, Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski, 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 Economic Development Daniel Cortez, Police Chief James Brandon, Fire Chief Mike Starr, 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: CLAYTON REED**

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

**3. SOUTHLAKE BUSINESS SPOTLIGHT – SHAKE SHACK**

Deputy Director of Economic Development Daniel Cortez introduced Shannon Taggart, Shake Shack General Manager, who addressed Council.

**4. HONORS AND RECOGNITION: PROCLAMATION FOR CHILD ABUSE PREVENTION MONTH**

Mayor Hill recognized April as Child Abuse Prevention Month and by presenting a proclamation to Alliance for Children's Community Outreach Coordinator, Katia Gonzalez.

**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, Section 551.071 consultation with city attorney. City Council adjourned for Executive Session at 6:05pm. Executive Session began at 7:05pm and concluded at 7:10pm.

**2B. RECONVENE**

Mayor Hill reconvened the meeting at 7:12pm.

**3. REPORTS:**

**3A. MAYOR'S REPORT**

Mayor Hill had nothing to report.

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

**3B1. SOUTHLAKE'S SCHOOL RESOURCE OFFICER PROGRAM**

Police Chief James Brandon highlighted the school year's successes and program specifics of the Southlake School Resource Officer Program.

**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 MARCH 19, 2019 REGULAR CITY COUNCIL MEETING.**

- 4B. APPROVE ORDINANCE NO. 1208, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL ENERGY CONSERVATION CODE.
- 4C. APPROVE ORDINANCE NO. 1209, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL BUILDING CODE.
- 4D. APPROVE ORDINANCE NO. 1210, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL RESIDENTIAL CODE.
- 4E. APPROVE ORDINANCE NO. 1211, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL FIRE CODE.
- 4F. APPROVE ORDINANCE NO. 1212, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL PLUMBING CODE.
- 4G. APPROVE ORDINANCE NO. 1213, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL MECHANICAL CODE.
- 4H. APPROVE ORDINANCE NO. 1214, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL FUEL GAS CODE.
- 4I. APPROVE ORDINANCE NO. 1215, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL EXISTING BUILDING CODE.
- 4J. APPROVE ORDINANCE NO. 1216, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE.
- 4K. APPROVE ORDINANCE NO. 1217, 1<sup>ST</sup> READING, ADOPTING THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE.
- 4L. APPROVE ZA18-0055, PRELIMINARY PLAT FOR OXFORD PLACE ON PROPERTY DESCRIBED AS TRACT 1B, THOMAS MAHAN SURVEY, ABSTRACT NO. 1049, SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 1749 E. HIGHLAND ST., SOUTHLAKE, TEXAS. CURRENT ZONING: "R-PUD" RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT SPIN NEIGHBORHOOD #4.
- 4M. EXCUSE THE ABSENCES OF COMMISSIONER CRAIG ROTHMEIER FROM THE MARCH 7, 2019 AND MARCH 21, 2019 PLANNING AND ZONING COMMISSION MEETINGS.
- 4N. APPROVE ORDINANCE NO. 895-D, 1<sup>ST</sup> READING, ADOPT THE 2019 WATER CONSERVATION PLAN.
- 4O. APPROVE ORDINANCE NO. 662-F, 1<sup>ST</sup> READING, ADOPT THE 2019 DROUGHT CONTINGENCY PLAN.

- 4P. APPROVE RESOLUTION NO. 19-012, AUTHORIZING THE EXECUTION AND DELIVERY OF A CONTINUING DISCLOSURE AGREEMENT WITH TRINITY RIVER AUTHORITY.
- 4Q. APPROVE RESOLUTION NO. 19-016, ADOPTING A STRATEGY MAP AND OPERATING GUIDELINES FOR THE MAYOR'S ALLIANCE FOR UNITY AND CULTURE.
- 4R. TABLE ORDINANCE NO. 480-759 (ZA19-0011), 1ST READING, ZONING CHANGE AND SITE PLAN FOR FIRST NATIONAL BANK ON PROPERTY DESCRIBED AS A PORTION OF TRACT 1B, JAMES J. WEST SURVEY, ABSTRACT NO. 1620, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2001 SHADY OAKS DR., SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #5. (THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM TO THE APRIL 16, 2019 MEETING. IF APPROVED AT 1<sup>ST</sup> READING ON APRIL 16, 2019, THE PUBLIC HEARING WILL BE HELD AT THE MAY 7, 2019 CITY COUNCIL MEETING.)

**APPROVED**

Motion was made to approve the Consent Agenda Items 4A-4Q; including Tabling Item 4R and moving Item 8A from the Regular Agenda to Consent Agenda.

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

**REGULAR AGENDA:**

**5. PUBLIC FORUM**

Mayor Hill opened the public forum at 7:24pm.

There being no one wishing to speak, Mayor Hill closed the public forum at 7:24pm.

At this time, Mayor Hill moved Item 7A, (1<sup>st</sup> reading item, no public hearing) forward on the agenda. The public hearing times will reflect the actual times each were opened below.

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

- 6A. ORDINANCE NO. 480-491C, 2ND READING, ZONING CHANGE AND CONCEPT/SITE PLAN FOR MORRISON OFFICE PARK ON PROPERTY BEING DESCRIBED AS LOTS 1-7, BLOCK 1, MORRISON OFFICE PARK, AN

**ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS  
LOCATED AT 300-330 MORRISON PARK DRIVE AND 2720 E. SH 114,  
SOUTHLAKE TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE  
PLAN DISTRICT. PROPOSED ZONING: "S-P-2" GENERALIZED SITE PLAN  
DISTRICT. SPIN NEIGHBORHOOD #4. 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 9:04pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 9:04pm.

Motion was made to approve Item 6A, Ordinance No. 480-491C, 2nd Reading, Zoning Change and Concept/Site Plan for Morrison Office Park on property being described as Lots 1-7, Block 1, Morrison Office Park, located at 300-330 Morrison Park Drive and 2720 E. SH 114, Southlake Texas. Current Zoning: "S-P-2" Generalized Site Plan District. Proposed Zoning: "S-P-2" Generalized Site Plan District. SPIN Neighborhood #4., subject to the Staff Report dated March 26, 2019, and Site Plan Review Summary No. 3, dated March 7, 2019.

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

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

**ORDINANCE NO. 480-491C**

**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 1-7, BLOCK 1, MORRISON OFFICE PARK, SOUTHLAKE, TARRANT COUNTY, TEXAS, BEING APPROXIMATELY 6.19 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "S-P-2" GENERALIZED SITE PLAN DISTRICT WITH "O-1" OFFICE DISTRICT USES TO INCLUDE LIMITED "C-3" GENERAL COMMERCIAL DISTRICT USES TO "S-P-2" GENERALIZED SITE PLAN DISTRICT WITH "O-1" OFFICE DISTRICT USES, 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. 480-756 (ZA19-0003), 2ND READING, ZONING CHANGE AND CONCEPT PLAN FOR 2500 RAINTREE DRIVE ON PROPERTY DESCRIBED AS LOT 15, S. FREEMAN NO. 525 ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 2500 RAINTREE DRIVE, SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. PROPOSED ZONING: "RE-5" SINGLE FAMILY RESIDENTIAL ESTATE DISTRICT. SPIN NEIGHBORHOOD # 4. 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 9:09pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 9:09pm.

Motion was made to approve Item 6B, Ordinance No. 480-756, (ZA19-0003), 2nd Reading, Zoning Change and Concept Plan for 2500 Raintree Drive on property described as Lot 15, S. Freeman No. 525 Addition, City of Southlake, Tarrant County, Texas, and located at 2500 Raintree Drive, Southlake, Texas. Current Zoning: "SF-1A" Single Family Residential District. Proposed Zoning: "RE-5" Single Family Residential Estate District. SPIN Neighborhood # 4, subject to the Staff Report dated March 26, 2019, and Concept Plan Review Summary No. 3, dated February 26, 2019.

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

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

**ORDINANCE NO. 480-756**

**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 15, S. FREEMAN NO. 525 ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS BEING APPROXIMATELY 5.24 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "SF-1A" SINGLE FAMILY**

RESIDENTIAL DISTRICT TO "RE-5" RESIDENTIAL ESTATE 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.

**6C. ORDINANCE NO. 641-C, 2ND READING, APPROVE REVISIONS TO THE FLOODPLAIN ORDINANCE. PUBLIC HEARING**

**APPROVED**

Director of Public Works Rob Cohen presented Item 6C and answered questions from Council.

Mayor Hill opened the public hearing at 9:12pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 9:12pm.

Motion was made to approve Item 6C, Ordinance No. 641-C, 2nd Reading, approval of revisions to the Floodplain Ordinance.

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

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

**ORDINANCE NO. 641-C**

AN ORDINANCE PROVIDING FOR THE CITY OF SOUTHLAKE, TEXAS ADOPTING REGULATIONS DESIGNED TO MINIMIZE FLOOD LOSSES; ESTABLISHING PROVISIONS FOR FLOOD HAZARD REDUCTION; ADOPTING THE FLOOD INSURANCE RATE MAPS (FIRM) ACCOMPANYING THE FLOOD INSURANCE STUDY FOR TARRANT COUNTY AND INCORPORATED AREAS DATED MARCH 21, 2019, AND THE FLOOD INSURANCE RATE MAPS (FIRM) ACCOMPANYING THE FLOOD INSURANCE STUDY FOR DENTON COUNTY AND INCORPORATED AREAS DATED APRIL 18, 2011; REPEALING ORDINANCE NO. 641-B RELATING TO FLOOD HAZARD PREVENTION AND PROVIDING FOR THE REPEAL OF OTHER INCONSISTENT ORDINANCES; 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**

- 7A. ORDINANCE NO. 480-758 (ZA19-0005) 1ST READING APPROVAL OF A ZONING CHANGE AND CONCEPT PLAN FOR HAWKWOOD ON PROPERTY DESCRIBED AS LOTS 1R AND 2R, BLOCK 1, BAKER ESTATES ADDITION SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 610 AND 620 S. PEYTONVILLE AVENUE, SOUTHLAKE, TEXAS. THE CURRENT ZONING IS "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT AND "RE-5" RESIDENTIAL ESTATE DISTRICT. THE REQUESTED ZONING IS "SF-20A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #10. (IF APPROVED ON 1ST READING, A PUBLIC HEARING WILL BE HELD AT THE APRIL 16, 2019 CITY COUNCIL MEETING.)**

**APPROVED**

Senior Director of Planning and Development Services Ken Baker presented Item 7A and answered questions from Council.

Although not a public hearing, the following persons submitted Public Comment Forms:

Michael Carter, 1808 Native Dancer Place, Southlake – opposition  
David Dowd, 2900 Hill Castle Ln., Southlake – opposition  
Bob Swalker, 605 Stonebury, Southlake - opposition  
Bobby and Lisa Pauls, 165 E. Dove Rd., Southlake – support  
Greg York, 9531 Blanco, Dr., Lantana, - support  
Michael Garabedian, 1717 Buckingham, Keller – support  
Randy and Anita Sims, 1302 Palo Duro Trl, Southlake – support  
Joe and Valerie Jordan, 1313 Village Green, Southlake – support  
Robert Gunter, 540 Oak Hill, Southlake – support  
Jon Samson, 1483 Brown Ln., Southlake – support  
Tim and Laura Stone, 2606 Day Ct., Southlake – support  
Tim Cook, 555 E. Highland St., Southlake – support  
Joey Milner, 651 E. Highland, Southlake – support  
Ben Cartlidge, 1101 Tealwood Ct., Southlake – support

Motion was made to approve Item 7A, Ordinance No. 480-758 (ZA19-0005) 1st reading approval of a Zoning Change and Concept Plan for Hawkwood on property described as Lots 1R and 2R, Block 1, Baker Estates Addition Southlake, Tarrant County, Texas, and located at 610 and 620 S. Peytonville Avenue, Southlake, Texas. The current zoning is "SF-1A" Single Family Residential District and "RE-5" Residential Estate District. The requested zoning is "SF-20A" Single Family Residential District. SPIN Neighborhood #10. subject to Staff Report dated March 26, 2019, and Concept Plan Review Summary No. 2, dated February 15, 2019.



Motion: Williamson  
Second: McCaskill  
Ayes: McCaskill, Patton, Hill, Huffman, Williamson and Archer  
Nays: Shafi  
Approved: 6-1

**8. RESOLUTIONS:**

**8A. RESOLUTION NO. 19-013, AUTHORIZING THE CITY MANAGER TO ENTER INTO NON-DISCLOSURE AGREEMENTS ON BEHALF OF THE CITY.**

**APPROVED UNDER CONSENT**

**9. OTHER ITEMS FOR CONSIDERATION: (THERE ARE NO ITEMS ON THIS AGENDA.)**

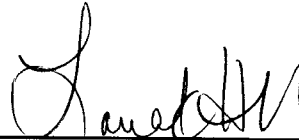
**10. OTHER ITEMS FOR DISCUSSION: (THERE ARE NO ITEMS ON THIS AGENDA.)**

**11. ADJOURNMENT**

Mayor Hill adjourned the meeting at 9:13pm.

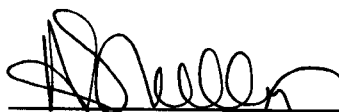
*\*An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

**MINUTES APPROVED ON THIS, THE 16<sup>TH</sup> DAY OF APRIL 2019.**



**Laura Hill  
Mayor**

**ATTEST:**



**Amy Shelley, TRMC  
City Secretary**

