



**REGULAR CITY COUNCIL MEETING MINUTES**

**MAY 17, 2022**

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

**CITY COUNCIL PRESENT:** Mayor John Huffman, Mayor Pro Tem Chad Patton, Deputy Mayor Pro Tem Randy Williamson, and Councilmembers Kathy Talley, Randy Robbins, and Ronell Smith.

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant City Manager Alison Ortowski, Deputy Director of Communications Pilar Schank, Chief Financial Officer Sharen Jackson, Police Chief James Brandon, Fire Chief Mike Starr, Director of Human Resources Stacey Black, Operations Manager of Customer Service Melody Andersen, Director of Economic Development and Tourism Daniel Cortez, Senior Director of Planning and Development Services Ken Baker, Director of Community Services Chris Tribble, Director of Public Works Rob Cohen, Deputy Director of Public Works Administration Lauren LaNeave, Assistant City Attorney Cara White, and Deputy City Secretary Veronica Lomas.

**WORK SESSION**

**1. CALL TO ORDER**

Work Session was called to order by Mayor John Huffman at 5:31pm.

**2. INVOCATION: CLAYTON REED**

Mr. Clayton Reed provided the invocation. Mayor John Huffman led the pledges of allegiance to the United States and Texas Flags.

**3. RECOGNITION FOR OUTGOING MAYOR PRO TEM CHAD PATTON**

The Mayor, Council, and staff recognized Mayor Pro Tem Chad Patton for his commitment and service to the City of Southlake.

**4. ADMINISTER THE OATH OF OFFICE FOR CITY COUNCIL PLACES 3, 4 AND 5. RECEPTION IN THE LOBBY IMMEDIATELY FOLLOWING.**

Judge Carol Montgomery administered the Oath of Office to Council Place 3 Shawn McCaskill. Councilmember McCaskill took his seat at the dais.

Judge Carol Montgomery administered the Oath of Office to Council Place 4 Ronell Smith. Councilmember Smith took his seat at the dais.

Judge Carol Montgomery administered the Oath of Office to Council Place 5 Amy Torres-Lepp. Councilmember Torres-Lepp took her seat at the dais.

The Council outgoing and incoming receptions were held in the lobby.

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

Mayor Huffman reviewed the items on the consent agenda.

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

**1. CALL TO ORDER**

Regular Session was called to order by Mayor Huffman at 6:38pm.

**2A. EXECUTIVE SESSION**

Mayor Huffman 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 551.074 deliberation regarding personnel matters. City Council adjourned for Executive Session at 6:38pm. Executive Session began at 7:15pm and concluded at 7:55pm.

**2B. RECONVENE**

Mayor Huffman reconvened the meeting at 8:00pm.

**3. REPORTS:**

**3A. MAYOR'S REPORT**

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

**3B1. NATIONAL POLICE WEEK – MAY 11-17, 2022**

City Manager Shana Yelverton introduced Chief of Police James Brandon who provided an overview of National Police Week.

**3B2. NATIONAL PUBLIC WORKS WEEK – MAY 15-21, 2022**

City Manager Shana Yelverton introduced Public Works Director Rob Cohen who provided an overview of National Public Works Week.

**3B3. FINANCIAL REPORT (WRITTEN)**

**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:**

- 4A. APPROVE MINUTES FROM THE MAY 3, 2022, REGULAR CITY COUNCIL MEETING.**
- 4B. APPROVE RESOLUTION NO. 22-014, APPOINTING MAYOR PRO TEM AND DEPUTY MAYOR PRO TEM.**
- 4C. APPROVE RESOLUTION NO. 22-015, APPOINTING CITY COUNCIL REPRESENTATIVES TO THE AUDIT COMMITTEE, SOUTHLAKE PARKS DEVELOPMENT CORPORATION, AND THE SOUTHLAKE 2035 CORRIDOR PLANNING COMMITTEE.**
- 4D. APPROVE FINAL CONCEPT AND CONTRACT WITH ARTIST MARK WEISBECK, DBA WEISBECK DESIGN, IN AN AMOUNT NOT TO EXCEED \$90,000 FOR PUBLIC ART TO BE INSTALLED AT THE LIBERTY GARDENS IN BICENTENNIAL PARK.**
- 4F. APPROVE AN ENCROACHMENT AND JOINT USE AGREEMENT OF A NEW RESIDENTIAL STRUCTURE WITHIN A DRAINAGE EASEMENT AND FLOWAGE EASEMENT LOCATED AT 1033 HATCH COURT.**
- 4G. APPROVE AN ENGINEERING SERVICES AGREEMENT WITH HALFF ASSOCIATES, INC. (HALFF) TO PROVIDE ENGINEERING DESIGN SERVICES TO EVALUATE OPEN SPACE AVAILABILITY FOR CITYWIDE STORMWATER MANAGEMENT IN AN AMOUNT NOT TO EXCEED \$127,842.**

**APPROVED**

Motion was made to approve the Consent Agenda Items 4A-4D, 4F-4G, as written, including moving Item 9A from the Regular Agenda to the Consent Agenda, as follows:  
Item 4B – appointing Councilmember Randy Williamson as Mayor Pro Tem and Councilmember McCaskill as Deputy Mayor Pro Tem.  
Item 4E – removed from Consent and voted on separately, noted below.

Motion: Williamson  
Second: McCaskill  
Ayes: Talley, McCaskill, Huffman, Smith, Torres-Lepp, Williamson  
Nays: None  
Approved: 6-0  
(Councilmember Robbins had stepped out of the Chambers during this vote.)

- 4E. **AUTHORIZE THE PURCHASE OF RIGHT-OF-WAY AND A TEMPORARY CONSTRUCTION EASEMENT FROM JJJB ENTERPRISES, INC. FOR THE DAVIS BOULEVARD (FM 1938) AND W. CONTINENTAL BOULEVARD INTERSECTION IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$457,540.**

**APPROVED**

Motion was made to approve the Consent Agenda Item 4E, noting the following:

- Approved subject to the review and approval of title commitment and survey related to this item by the City Attorney.

Motion: Williamson  
Second: McCaskill  
Ayes: Talley, Robbins, McCaskill, Huffman, Smith, Torres-Lepp, Williamson  
Nays: None  
Approved: 7-0

**REGULAR AGENDA:**

**5. PUBLIC FORUM**

Mayor Huffman opened the public forum at 8:10pm.

There being no one wishing to speak, Mayor Huffman closed the public forum at 8:10pm.

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

- 6A. **RESOLUTION NO. 22-013, ZA22-0021, SPECIFIC USE PERMIT FOR TWO ACCESSORY BUILDINGS (GUARD HOUSES) ON LOT 1, BLOCK 1, SOLANA ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 500 W. DOVE ROAD, SOUTHLAKE, TEXAS. CURRENT ZONING: "NR-PUD" NON-RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT. SPIN NEIGHBORHOOD # 1. PUBLIC HEARING**

**APPROVED**

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

Mayor Huffman opened the public hearing at 8:15pm.

There being no one wishing to speak, Mayor Huffman closed the public hearing at 8:15pm.

Motion was made to approve Item 6A, Resolution No. 22-013, ZA22-0021, Specific Use Permit for Two Accessory Buildings (Guard Houses) on Lot 1, Block 1, Solana Addition, City of Southlake, Tarrant County, Texas and located at 500 W. Dove Road, Southlake,

Texas. Current Zoning: "NR-PUD" Non-Residential Planned Unit Development District. SPIN Neighborhood # 1, subject to Staff Report dated May 10, 2022, and Specific Use Permit Review Summary No. 1, dated April 29, 2022, and noting the following:

- Approve a Specific Use Permit for two accessory structures (guard houses) on the Verizon campus as presented.

Motion: Williamson  
Second: McCaskill  
Ayes: Talley, Robbins, McCaskill, Huffman, Smith, Torres-Lepp, Williamson  
Nays: None  
Approved: 7-0

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

RESOLUTION NO. 22-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT AND SITE PLAN FOR TWO ACCESSORY STRUCTURES (GUARD HOUSES) ON PROPERTY DESCRIBED AS LOT 1, BLOCK 1, SOLANA ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS; AND LOCATED AT 500 WEST DOVE ROAD, SOUTHLAKE, TEXAS, MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A", AND AS DEPICTED ON THE APPROVED PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "B" AND PROVIDING AN EFFECTIVE DATE.

**6B. ORDINANCE NO. 480-792, (ZA22-0011), 2ND READING, ZONING CHANGE AND CONCEPT PLAN FOR RAINEY COURT, BEING TRACT 15, R.D. PRICE SURVEY, ABSTRACT NO. 992A, LOCATED AT 4078 N. WHITE CHAPEL BLVD., SOUTHLAKE, DENTON COUNTY, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT. PROPOSED ZONING: "SF-1A" SINGLE FAMILY DISTRICT. SPIN NEIGHBORHOOD #1. PUBLIC HEARING**

**TABLED**

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

Motion was made to TABLE Item 6B, Ordinance No. 480-792, (ZA22-0011), 2nd Reading, Zoning Change and Concept Plan for Rainey Court, being Tract 15, R.D. Price Survey, Abstract No. 992A, located at 4078 N. White Chapel Blvd., Southlake, Denton County, Texas. Current Zoning: "AG" Agricultural District. Proposed Zoning: "SF-1A" Single Family District. SPIN Neighborhood #1.

Motion: Williamson  
Second: McCaskill  
Ayes: Talley, Robbins, McCaskill, Huffman, Smith, Torres-Lepp, Williamson  
Nays: None  
Approved: 7-0

**7. ORDINANCES, FIRST READINGS, AND RELATED ITEMS:**

- 7A. ORDINANCE NO. 480-793 (ZA22-0010), 1ST READING, ZONING CHANGE AND SITE PLAN FOR CARNATION AUTO SPA (CURRENTLY KRYSTAL CLEAN CAR WASH) ON PROPERTY DESCRIBED AS LOT 2, T. J. THOMPSON NO. 1502 ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 955 DAVIS BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "C-3" GENERAL COMMERCIAL DISTRICT. REQUESTED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #10.**

**APPROVED**

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

Motion was made to approve Item 7A, Ordinance No. 480-793, (ZA22-0010), 1<sup>st</sup> Reading, Zoning Change and Site Plan for Carnation Auto Spa (currently Krystal Clean Car Wash) on property described as Lot 2, T. J. Thompson No. 1502 Addition, City of Southlake, Tarrant County, Texas, and located at 955 Davis Blvd., Southlake, Texas. Current Zoning: "C-3" General Commercial District. Requested Zoning: "S-P-1" Detailed Site Plan District. SPIN Neighborhood #10, subject to Staff Report dated May 10, 2022, and Plan Review Summary No. 3, dated April 29, 2022, noting the following:

- Approval of up to 17 self-service vacuums under two navy-blue shade canopies located in the northeast portion of the site.
- Noting that the self-service vacuum equipment will be fully enclosed and screened by a masonry wall with metal gates.
- Noting that the canopies covering the full service "detail" areas located between the building and Davis Blvd. and the new proposed point of sales location will be covered by a navy-blue canopy.
- Noting that the applicant is working with the property owner to the south to construct a stone façade wall to address noise concerns. At second reading the applicant shall provide and present a south property line "wall exhibit" depicting the wall height, materials and location and provide an exhibit that shows what modifications (if any) that the wall will have on the south bufferyard or on the tree conservation plan.
- Per the PZ Commission motion - Hours of operation will be Monday-Saturday 8 am to 8 pm and Sunday 8 am to 7 pm (Daylight Savings Time or if this becomes year around standard time); Hours of operation will be changed to Monday-Saturday 8 am to 7 pm and Sunday 8 am to 6 pm when or if Daylight Savings ends in the fall of the year.
- Noting that prior to final approval the applicant will verify that the operation of all vacuums on site operating at 100% capacity will meet all City noise ordinance requirements and provide documentation to the City. Verification shall be provided by an acoustic engineer or other qualified professional.
- Finally, noting that this zoning action does approve any signage or façade color changes and any new signage or color façade changes must meet City ordinance requirements.
- Applicant has agreed to provide greater details relative to traffic flow options, car volume, movement of cars and alternative traffic flow options to be considered.

Motion: Williamson  
Second: McCaskill  
Ayes: Talley, McCaskill, Huffman, Smith, Torres-Lepp, Williamson  
Nays: Robbins  
Approved: 6-1

8. RESOLUTIONS: (THERE ARE NO ITEMS ON THIS AGENDA.)

9. OTHER ITEMS FOR CONSIDERATION:

9A. SV22-0005, SIGN VARIANCE FOR STARBUCKS LOCATED AT 2102 E. SH 114, SUITE 113, SOUTHLAKE.

APPROVED UNDER CONSENT

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


11. ADJOURNMENT

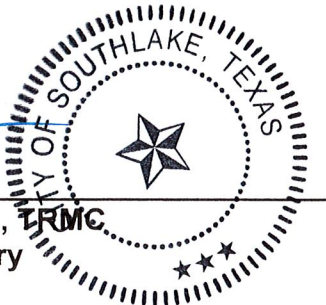
Mayor Huffman adjourned the meeting at 9:03pm.


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

MINUTES APPROVED ON THIS, THE 7<sup>TH</sup> DAY OF JUNE 2022.

ATTEST:

  
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Amy Shelley, TRMC  
City Secretary



  
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John Huffman  
Mayor