



REGULAR CITY COUNCIL MEETING AGENDA

JUNE 2, 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 Financial Officer Sharen Jackson, 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, Assistant City Attorney Cara White, 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 provided the invocation. Mayor Laura Hill led the pledges of allegiance to the United States and Texas Flags.

3. SKIL UPDATE

Daniel Cortez, Deputy Director of Economic Development introduced a video produced by the SKIL students that highlighted their accomplishments over the past year.

4. RECOGNITION OF ASSISTANT CITY MANAGER BEN THATCHER

City Manager Shana Yelverton and the Mayor and City Council members recognized outgoing Assistant City Manager Ben Thatcher.

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 6:08pm.

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 551.076 deliberation regarding security devices; and Section 551.087 deliberation regarding economic development negotiations. City Council adjourned for Executive Session at 6:09pm. Executive Session began at 6:15pm and concluded at 7:15pm.

2B. RECONVENE

Mayor Hill reconvened the meeting at 7:29pm.

3. REPORTS:

3A. MAYOR'S REPORT

3B. CITY MANAGER'S REPORT

Mayor Hill had nothing to report.

3B1. HIGHLIGHT E-SERVICES AND CURBSIDE SERVICES

City Manager Shana Yelverton provided an overview of Southlake's e-services and curbside services and recognized employees who innovatively worked to make it happen.

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 MAY 19, 2020 REGULAR CITY COUNCIL MEETING.

- 4B. **ORDINANCE NO. 1229, 1ST READING, APPOINTING THE JUDGE OF THE MUNICIPAL COURT OF RECORD AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE MUNICIPAL JUDGE.**
- 4C. **APPROVE THE PURCHASE OF SOFTWARE SUPPORT SERVICES AND ANNUAL MAINTENANCE FROM TYLER TECHNOLOGIES IN AN AMOUNT NOT TO EXCEED \$63,828.**
- 4D. **APPROVE THE PROPOSAL FROM FORD AUDIO-VIDEO SYSTEMS, LLC DESIGNED TO OVERHAUL AND EXPAND THE CAMERA COVERAGE WITHIN TOWN SQUARE EAST AND WEST PARKING GARAGES IN AN AMOUNT NOT TO EXCEED \$480,000.**
- 4E. **RESOLUTION NO. 20-022, RATIFYING NEW AND EXISTING TEMPORARY REGULATIONS AND ACTIVITIES FOR SOUTHLAKE BUSINESSES DURING THE COVID-19 EMERGENCY UNTIL JUNE 30, 2020 AND AUTHORIZING THE CITY MANAGER TO EXTEND, IMPLEMENT OR ENACT THESE OR SIMILAR TEMPORARY REGULATIONS OR ACTIVITIES BEYOND JUNE 30, 2020.**

APPROVED

Motion was made to approve the Consent Agenda Items 4A-4E, including moving and approving Regular Agenda Items 9B and 9C, noting the following:

- Item 4E - adding the following under the temporary sign regulations:
 - 7. The temporary signs exempted from normal requirements under this provision must be directional in nature. The signs may identify the businesses name, hours of operation, open or closed status, or method of service delivery (pick-up, take out, curbside ordering, etc.) The signs subject to this enforcement exemption may not be used to advertise a particular product or service but shall be limited to directional or operational information only.
- 9B - SV20-0007, Variances to Sign Ordinance No. 704, as amended, for Giggles & Grins Pediatric Dentistry and Schroeder Orthodontics located at 1480 Corporate Circle, Southlake, TX – Noting the applicant has made the changes to variance request per the Sign Board’s recommendations and Council will be approving two upper story signs on the west elevation as included in the staff report dated May 26, 2020. Both signs now compliant in maximum letter/logo height, area and type. Also noting that per the Sign Board’s motion that any additional signage on the first floor will not be allowed without returning to the Sign Board and City Council for variance approval.
- 9C. SV20-0008, Variances to Sign Ordinance No. 704, as amended, and to the Shops of Southlake Master Sign Plan for Hollywood Feed on property located 1251 E. Southlake Blvd., Suite 315, Southlake, Texas - Noting the applicant has made the changes to variance request per the Sign Board’s recommendations and Council will be approving the allowance of the existing sign on the south elevation of the building to remain and approving the north elevation sign as presented in the staff report dated

May 26, 2020 that will comply with the Sign Ordinance No. 704, as amended, and the Shops of Southlake Master Sign Plan.

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

REGULAR AGENDA:

5. PUBLIC FORUM

Mayor Hill opened the public forum at 7:42pm.

Kenneth Horne, 1215 Ashmore Ct., provided suggestions about protests and stated more businesses need to be encouraged to come to Southlake.

There being no one else wishing to speak, Mayor Hill closed the public forum at 7:47pm.

Councilmember Chad Patton left the room at 7:45pm and returned at 7:55pm. The minutes reflect his votes below as they occurred.

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

6A. ORDINANCE NO. 1227, 2ND READING, ESTABLISHING A TAX ABATEMENT REINVESTMENT ZONE IN THE CITY OF SOUTHLAKE, TEXAS AS AUTHORIZED BY THE PROPERTY REDEVELOPMENT AND TAX ABATEMENT ACT, CHAPTER 312 OF THE TEXAS TAX CODE. PUBLIC HEARING

APPROVED

Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski presented Item 6A and answered questions from Council.

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

Motion was made to approve Item 6A, Ordinance No. 1227, 2nd Reading, establishing a Tax Abatement Reinvestment Zone in the City of Southlake, Texas as authorized by the Property Redevelopment and Tax Abatement Act, Chapter 312 of the Texas Tax Code, and noting the following:

- This item is a necessary action that the City must take in order to comply with the terms of the Memorandum of Understanding (MOU) with Varidesk, LLC which includes a provision granting the company an eighty-percent abatement of ad valorem and business personal property taxes over a period of ten years.

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

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

ORDINANCE NO. 1227

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, DESIGNATING A CERTAIN AREA AS A TAX ABATEMENT REINVESTMENT ZONE FOR COMMERCIAL-INDUSTRIAL TAX ABATEMENT, TO BE KNOWN AS REINVESTMENT ZONE NO. 1; ESTABLISHING THE BOUNDARIES THEREOF AND OTHER MATTERS RELATED THERETO; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CUMULATIVE CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

6B. ORDINANCE NO. 1228, 2ND READING, AN ORDINANCE AMENDING ARTICLE V, "BOARDS AND COMMISSIONS AND COMMITTEES," OF CHAPTER 2, "ADMINISTRATION," OF THE SOUTHLAKE CODE OF ORDINANCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE. PUBLIC HEARING

APPROVED

City Manager Shana Yelverton presented Item 6B and answered questions from Council.

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. 1228, 2nd Reading, amending Article V, "Boards and Commissions and Committees," of Chapter 2, "Administration," of the Southlake Code of Ordinances, subject to Staff Memo dated May 26, 2020, and noting the following:

- The purpose of this ordinance is to create term limits for City board and commission members. It will limit board members to three successive two-year terms, beginning with the first appointments made after the passage of the ordinance. It also provides that Council will appoint board chairs.
- The City Council approved this item on 1st Reading on May 19, 2020 (7-0, with modifications for 2nd Reading). The ordinance has been updated based on Council's direction on first reading, and noting the following:
 - Board member terms are staggered.
 - Board members who are term limited may not be re-appointed to the same board until the year following the expiration of their term.
 - Board members who are term limited may be appointed to a different board or commission immediately after the expiration of their term.
 - Council may appoint a board chair to serve one additional two-year term.

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

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

ORDINANCE NO. 1228

AN ORDINANCE AMENDING ARTICLE V, "BOARDS, COMMISSIONS AND COMMITTEES," OF CHAPTER 2, "ADMINISTRATION," OF THE SOUTHLAKE CODE OF ORDINANCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

- 6C. ORDINANCE NO. 480-768 (ZA20-0025), 2ND READING, ZONING CHANGE AND CONCEPT PLAN FOR 1151 E. DOVE ROAD ON PROPERTY DESCRIBED AS TRACT 5A1, F. THROOP SURVEY ABSTRACT NO. 1511, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 1151 E. DOVE ROAD, SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT. REQUESTED ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #3. 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 8:03pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 8:03pm.

Motion was made to approve Item 6C, Ordinance No. 480-768 (ZA20-0025), 2nd Reading, Zoning Change and Concept Plan for 1151 E. Dove Road on property described as Tract 5A1, F. Throop Survey Abstract No. 1511, City of Southlake, Tarrant County, Texas, and located at 1151 E. Dove Road, subject to the Staff Report dated May 26, 2020, and Concept Plan Review No. 2, dated May 1, 2020, and noting the following:

- Approving the concept plan as presented with four single family residential lots on 4.5 acres.
- The wrought iron fencing for the front yards along E. Dove Road and N. Carroll Ave., shall not be setback less than 10 feet from the property line.

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:

ORDINANCE NO. 480-768

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 5A1, F. THROOP SURVEY ABSTRACT NO. 1511, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS BEING APPROXIMATELY 4.529 ACRES, AND MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A" FROM "AG" AGRICULTURAL DISTRICT TO "SF-1A" SINGLE FAMILY RESIDENTIAL 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.

6D. ORDINANCE NO. 1230, 1ST READING, APPROVING AND ADOPTING THE REVISED ANNUAL BUDGET FOR FISCAL YEAR 2020. PUBLIC HEARING

APPROVED

Chief Financial Officer Sharen Jackson presented Item 6D and answered questions from Council.

Mayor Hill opened the public hearing at 8:19pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 8:19pm.

Motion was made to approve Item 6D, Ordinance No. 1230, 1st Reading, Approving and adopting the revised Annual Budget for Fiscal Year 2020, subject to the Staff Memo dated May 26, 2020.

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. AN INTERLOCAL COOPERATION AGREEMENT WITH TARRANT COUNTY FOR MUNICIPAL DIRECT EXPENSE FUNDING.

APPROVED

Chief Financial Officer Sharen Jackson presented Item 9A and answered questions from Council.

Motion was made to approve Item 9A, an Interlocal Cooperation Agreement with Tarrant County for municipal direct expense funding, subject to the Staff Memo dated May 26, 2020.

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

9B. SV20-0007, VARIANCES TO SIGN ORDINANCE NO. 704, AS AMENDED, FOR GIGGLES & GRINS PEDIATRIC DENTISTRY AND SCHROEDER ORTHODONTICS LOCATED AT 1480 CORPORATE CIRCLE, SOUTHLAKE, TX.

APPROVED UNDER CONSENT

9C. SV20-0008, VARIANCES TO SIGN ORDINANCE NO. 704, AS AMENDED, AND TO THE SHOPS OF SOUTHLAKE MASTER SIGN PLAN FOR HOLLYWOOD FEED ON PROPERTY LOCATED 1251 E. SOUTHLAKE BLVD., SUITE 315, SOUTHLAKE, TEXAS.

APPROVED UNDER CONSENT

9D. APPROVE CONTRACT SPENDING WITH CUBIC CREATIVE, INC., IN AN AMOUNT OVER \$50,000 BUT NOT TO EXCEED \$150,000.

10. OTHER ITEMS FOR DISCUSSION:

10A. INDEPENDENCE DAY CELEBRATION

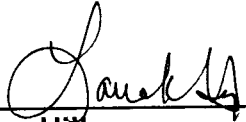
City Manager Shana Yelverton provided an overview of an Independence Day Celebration.

11. ADJOURNMENT

Mayor Hill adjourned the meeting at 8:47pm.

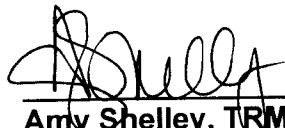
**An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

MINUTES APPROVED ON THIS, THE 16TH DAY OF JUNE 2020.



Laura Hill
Mayor

ATTEST:



Amy Shelley, TRMC
City Secretary

