



**REGULAR CITY COUNCIL MEETING MINUTES**

**OCTOBER 1, 2019**

**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 Chad Patton, and Ronell Smith.

**CITY COUNCIL ABSENT:** Councilmembers Shahid Shafi and Christopher Archer

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant City Manager Ben Thatcher, Assistant to the City Manager Lauren LaNeave, Chief Performance & Innovation Officer Dale Dean, Communications Manager Vicky Schiber, Chief Financial Officer Sharen Jackson, Director of Community Services Kate Meacham, Deputy Director of Economic Development Daniel Cortez, Police Chief James Brandon, Fire Chief Mike Starr, Deputy Fire Chief/Fire Marshal Kelly Clements, 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, 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 5:33pm.

**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 – CHELSEA HALL**

Deputy Director of Economic Development Daniel Cortez introduced Michael Parker, owner of Chelsea Hall for this month's Southlake Business Spotlight. Mr. Parker provided an overview of Chelsea Hall.

**4. TARRANT COUNTY COLLEGE BOND ELECTION UPDATE**

Ms. Susan Alanis, Chief Operations Officer at Tarrant County College District provided an update regarding their upcoming November Bond Election.

**5. MIRACLE LEAGUE UPDATE**

Mr. John Slocum with the Miracle League of Southlake provided an update about the league and the 2019 season.

**6. SOUTHLAKE DIWALI FEST 2019**

Mr. Kush Rao with the Southlake Diwali Fest provided an updated about the upcoming celebration on November 2, 2019.

**7. 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 6:15pm.

**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 551.074 deliberation regarding personnel matters. City Council adjourned for Executive Session at 6:15pm. Executive Session began at 6:33pm and concluded at 7:35pm.

**2B. RECONVENE**

Mayor Hill reconvened the meeting at 7:40pm.

**3. REPORTS:**

**3A. MAYOR'S REPORT**

Mayor Hill had nothing to report.

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

**3B1. NATIONAL FIRE PREVENTION WEEEK**

City Manager Shana Yelverton introduced Fire Chief Mike Starr and Deputy Fire Chief/Fire Marshal Kelly Clements who provided an update regarding National Fire Prevention Week.

### **3B2. CITIZEN SATISFACTION SURVEY KICKOFF**

City Manager Shana Yelverton introduced Assistant to the City Manager Lauren LaNeave who provided an update regarding the Citizen Satisfaction Survey.

**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 SEPTEMBER 17, 2019 REGULAR CITY COUNCIL MEETING.**
- 4B. AUTHORIZE ANNUAL FUEL PURCHASES FROM MARTIN EAGLE OIL FOR CITY VEHICLES AND EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$348,800.**
- 4C. APPROVE PURCHASE OF REPLACEMENT VEHICLES FROM SILSBEE FORD IN AN AMOUNT NOT TO EXCEED \$281,000.**
- 4D. APPROVE PURCHASE OF REPLACEMENT VEHICLES FROM CALDWELL COUNTRY CHEVROLET IN THE AMOUNT OF \$109,915.**
- 4E. APPROVE PURCHASE OF REPLACEMENT FIRE TRUCK AND FIRE BRUSH TRUCK FROM SIDDONS-MARTIN EMERGENCY GROUP IN AN AMOUNT NOT TO EXCEED \$1,840,000.**
- 4F. APPROVE PURCHASE OF REPLACEMENT VACUUM EXCAVATOR TRUCK FROM EKA INC., IN AN AMOUNT NOT TO EXCEED THE AMOUNT OF \$200,000.**
- 4G. APPROVE PURCHASE OF REPLACEMENT VACUUM EXCAVATOR TRUCK FROM HOUSTON FREIGHTLINER IN AN AMOUNT NOT TO EXCEED \$400,000.**
- 4H. APPROVE PURCHASE OF REPLACEMENT MINI EXCAVATOR FROM RDO EQUIPMENT CO. IN THE AMOUNT OF \$42,521.**
- 4I. APPROVE REPLACEMENT POLICE VEHICLE OUTFITTING FROM CAP FLEET UPFITTERS IN THE AMOUNT OF \$64,539.**

- 4J. APPROVE THE PROPOSAL FROM FORD AUDIO-VIDEO SYSTEMS, LLC DESIGNED TO ADDRESS AUDIO-VIDEO ISSUES AT DEPARTMENT OF PUBLIC SAFETY HEADQUARTERS COMMUNITY ROOM, MUNICIPAL COURTROOM, AND DEPARTMENT OF PUBLIC SAFETY NORTH IN AN AMOUNT NOT TO EXCEED \$460,000.
- 4K. ZA19-0050, PLAT REVISION FOR LOTS 12R1 AND 12R2, S. FREEMAN NO. 525 ADDITION ON PROPERTY DESCRIBED AS LOT 12, S. FREEMAN NO. 525 ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND TRACT 5D01, SAMUEL FREEMAN SURVEY, ABSTRACT NO. 525, CITY OF SOUTHLAKE, TARRANT COUNTY TEXAS AND LOCATED AT 616 AND 712 SHADY LN., SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #4.
- 4L. CONSIDER FOR FUNDING THE RENEWAL OF A PROFESSIONAL CONSULTANT AGREEMENT WITH JERRY HODGE AND ASSOCIATES FOR PROJECT MANAGEMENT SERVICES FOR THE SH 114 IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$120,000.
- 4M. AUTHORIZE EXPENDITURES WITH WEATHERPROOFING SERVICES FOR PROVIDING PREVENTATIVE AND CORRECTIVE MAINTENANCE ON ALL CITY FACILITIES AS NEEDED, IN AN AMOUNT NOT TO EXCEED \$220,000.
- 4N. AUTHORIZE EXPENDITURES WITH DAVIDSON RECONSTRUCTION, INC. FOR VARIOUS PROJECTS IN CITY FACILITIES IN AN AMOUNT NOT TO EXCEED \$220,000.

**APPROVED**

Motion was made to approve the Consent Agenda Items 4A-4N, as written, including the following:

- Item 7B – Moved to consent, approved;
- Item 9A – Moved to consent, approved;
- Item 9B – Moved to consent, Tabled to the Oct. 15<sup>th</sup> City Council meeting;
- Item 9C – Moved to consent, approved.

Motion:       McCaskill  
 Second:       Huffman  
 Ayes:         McCaskill, Patton, Hill, Smith, Huffman  
 Approved:     5-0

**REGULAR AGENDA:**

**5. PUBLIC FORUM**

Mayor Hill opened the public forum at 7:52pm.

Bill Zimmerman, 1656 Creekside Drive, Southlake, spoke about a resolution he would like for Council to consider relative to the Tarrant Appraisal District process for electing directors to their board.

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

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

**6A. RESOLUTION NO. 19-035 (ZA19-0049), SITE PLAN AND SPECIFIC USE PERMIT FOR ACCESSORY BUILDINGS FOR THE BICENTENNIAL PARK ELEVATED STORAGE TANK FACILITY LOCATED ON A PORTION OF TRACT 1, L.G. HALL SURVEY, ABSTRACT NO. 686, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 400 N. WHITE CHAPEL BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "CS" COMMUNITY SERVICE DISTRICT. SPIN NEIGHBORHOOD #7. 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 7:59pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:59pm.

Motion was made to approve Item 6A, Resolution No. 19-035 (ZA19-0049), Site Plan and Specific Use Permit for accessory buildings for the Bicentennial Park Elevated Storage Tank facility, subject to the Staff Report dated September 24, 2019, and the Site Plan Review Summary No. 2 dated September 11, 2019, granting the following:

- Zoning Ordinance No. 480, as amended, Section 45.15, Specific Requirements for Accessory Structures (a) – Accessory buildings shall be required a permanent foundation. A variance is requested to allow the proposed accessory building to be constructed without a permanent foundation.
- Zoning Ordinance No. 480, as amended, Section 45.15, Specific Requirements for Accessory Structures (g) – All accessory structures requiring a Specific Use Permit shall meet the requirements set forth in Masonry Ordinance No. 557-A, as amended. A variance is requested to allow the proposed accessory building to be constructed of a non-masonry material.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman  
Approved: 5-0

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

RESOLUTION NO. 19-035

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR ACCESSORY BUILDINGS FOR BICENTENNIAL PARK ELEVATED STORAGE TANK FACILITY ON PROPERTY DESCRIBED AS A PORTION OF TRACT 1, L.G. HALL SURVEY, ABSTRACT No. 686, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, LOCATED AT 400 N. WHITE CHAPEL BLVD., 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.

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

**7A. ORDINANCE NO. 480-762 (ZA19-0008), 1ST READING, ZONING CHANGE AND DEVELOPMENT PLAN FOR MARANATHA RESIDENTIAL ON PROPERTY DESCRIBED AS TRACTS 2A03, 2A03A1, 2A03B, 2A05 AND 2A03A, WILLIAM H. MARTIN SURVEY, ABSTRACT NO. 1068, SOUTHLAKE, TEXAS AND ADDRESSED AS 1719 AND 1825 MARANATHA WAY AND 208 RANDOL MILL AVE., SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT AND "SF-1B" SINGLE FAMILY RESIDENTIAL DISTRICT. PROPOSED ZONING: "R-PUD" RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT. SPIN NEIGHBORHOOD #5.**

**APPROVED**

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

Mr. Dan Anderson, representing the applicant and property owners, presented an overview on the request.

Motion was made to approve Item 7A, Ordinance No. 480-762 (ZA19-0008), 1st Reading, Zoning Change and Development Plan for Maranatha Residential on property described as Tracts 2A03, 2A03A1, 2A03B, 2A05 and 2A03A, William H. Martin Survey, Abstract No. 1068, Southlake, Texas and addressed as 1719 and 1825 Maranatha Way and 208 Randol Mill Ave, subject to the Staff report dated September 24, 2019, and Development Plan Summary Review No. 5, dated August 22, 2019, and granting the following:

- 13-single family lots on the 18.35 acres;
- Maranatha is a private street that has not been accepted by the City;
- 1). Zoning Ord. No. 480, as amended, Section 30.11 requires that open space shall comprise not less than 10% of the gross site area within a Residential Planned Unit Development (R-PUD). Due to the excessive floodplain and drainage accommodation, the overall Development Plan shall be as shown with no common open space.
- 2). Zoning Ord. No. 480, Section 33.14, as amended, requires lots proposing the use of an on-site sewage facility (OSSF) to have a minimum usable area of at least one acre excluding areas in floodplains, drainage and flowage easements and areas having topographical limitations as regulated under the standards for OSSFs in the Texas Administrative Code Chapter 285. The usable area calculation may be slightly under one

acre on a few lots pending a full drainage/hydrology study, which will be required at the time of construction.

3). Zoning Ord. No. 480, as amended, Exhibit 43-C requires a 15' Type 'Q' bufferyard along Davis Blvd. (F.M. 1938). Lots 1, 2, 4, 5 and 7 five (5) lots shall be as shown with no landscape buffer along Davis Boulevard.

4). Zoning Ordinance No. 480, Section 43.9.c.1(f) requires that "architectural fencing which runs roughly parallel to the SH 114, Carroll Ave. FM 1709, FM 1938 rights-of-way, shall be constructed of the primary masonry materials of the building, wrought iron or living plant material. It shall not run in a straight line without being off-set by a minimum of 6 feet every 60 feet. It shall be located no closer than one-half the width of the required bufferyard." Lots 1, 2, 4, 5 and 7 shall be shown with no screening requirement, however, if a property owner desires to construct a fence along or parallel to FM 1938, it shall comply with the ordinance.

5). Subdivision Ordinance No. 483, as amended, Section 5.04 prohibits private streets in new subdivisions in which less than 75% of the lots contain homeowner occupied structures. Maranatha Way is to be a private street internal to the development with a 32' back of curb to back of curb pavement width in a 32' Emergency Access, Common Access, Drainage and Utility Easement. The 32' Emergency Access, Common Access, Drainage and Utility Easement shall be dedicated to and maintained by the HOA. The off-site portion of Maranatha Way shall be re-constructed to include a twenty-four (24) foot wide paving section within the existing Sixty (60) foot Right-of-Way and related utilities.

6). Subdivision Ordinance No. 483, as amended, requires that all side lot lines shall be perpendicular to the right-of-way or radial in the case of a cul-de-sac or curvilinear design. Side lot lines shall be as shown on the Development Plan.

7). Subdivision Ordinance No. 483, as amended, requires cul-de-sacs to not exceed 1,000 feet. Maranatha Way shall be as shown on the Development Plan.

8). Subdivision Ordinance No. 483, as amended, limits cul-de-sacs to no more than twenty (20) lots total. This development shall include thirteen (13) lots as shown on the Development Plan which, if included with the existing ten (10) lots, totals twenty-three (23).

9). Subdivision Ordinance No. 483, as amended, requires 5' sidewalks along residential lots. Lots 1 through 13 will be as shown on the Development Plan with no sidewalks.

Also noting:

- Approving the plan as presented with access to FM 1938.

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman  
Approved: 5-0

**7B. ORDINANCE NO. 480-594B (ZA19-0059, ALSO KNOWN AS ZA19-0048), 1ST READING, ZONING CHANGE AND SITE PLAN FOR WALNUT GROVE ELEMENTARY ON PROPERTY DESCRIBED AS LOT 1R, STANFORD PLACE ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2520 N. WHITE CHAPEL BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN**

**DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT.  
SPIN NEIGHBORHOOD #1.**

**APPROVED UNDER CONSENT**

**8. RESOLUTIONS:**

- 8A. RESOLUTION NO. 19-038, APPOINTING MEMBERS TO VARIOUS POSITIONS ON THE COMMUNITY ENGAGEMENT COMMITTEE, COMMUNITY ENHANCEMENT DEVELOPMENT CORPORATION, CRIME CONTROL & PREVENTION DISTRICT, LIBRARY BOARD, METROPORT TEEN COURT, SENIOR ADVISORY COMMISSION, AND SOUTHLAKE ARTS COUNCIL.**

Motion was made to approve Item 8A with the following appointments:

**COMMUNITY ENGAGEMENT COMMITTEE**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Sherry Berman</u>	Place 1	October 2021
<u>Vandana Tanneru</u>	Place 2	October 2020
<u>Vikram Jangam</u>	Place 3	October 2021
<u>Jessica Coffee</u>	Place 5	October 2020
<u>VACANT</u>	Place 7	October 2020

**COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Jeff Wang</u>	Director 1	September 2021
<u>Robert Mundlin</u>	Director 3	September 2021
<u>Tamara McMillan</u>	Director 5	September 2021
<u>Tom DeCaro</u>	Director 7	September 2021

**CRIME CONTROL AND PREVENTION DISTRICT BOARD**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Ken McMillan</u>	Place 1	September 2021



<u>Robert Williams</u>	Place 2	September 2021
<u>Frank Powers</u>	Place 3	September 2021
<u>VACANT</u>	Place 4	September 2020
<u>VACANT</u>	Place 5	September 2020

**LIBRARY BOARD**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Lauren Darr</u>	Place 4	October 2020
<u>Tracy Eaton</u>	Place 5	October 2020
<u>Margaret Subedi</u>	Place 6	October 2020
<u>Janet Theaker</u>	Place 7	October 2020

**METROPORT TEEN COURT**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Councilmember Shafi</u>	Southlake Council Rep.	October 2021
<u>Devika Seth</u>	Southlake Rep.	October 2021
<u>Kathryn Roberts</u>	Southlake Rep.	October 2020

**SENIOR ADVISORY COMMISSION**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Patty Howell</u>	Place 1	October 2021
<u>Barbara Pappy</u>	Place 4	October 2021
<u>Greta Schumacher</u>	Place 6	October 2021
<u>Bernadette MacDermott</u>	Place 7	October 2020
<u>Wendy Polk</u>	Alternate 1	October 2020
<u>Jane Winfrey</u>	Alternate 2	October 2020

**SOUTHLAKE ARTS COUNCIL**

<b>Name</b>	<b>Place</b>	<b>Term Expiring</b>
<u>Beatriz Terrazas</u>	Place 1	October 2021
<u>Jesika Cook</u>	Place 3	October 2021
<u>Heather Engelhardt</u>	Place 5	October 2021
<u>Tamara McMillan</u>	Place 7	October 2021
<u>VACANT</u>	Alternate 1	October 2020

Motion: McCaskill  
Second: Huffman  
Ayes: McCaskill, Patton, Hill, Smith, Huffman  
Approved: 5-0

**9. OTHER ITEMS FOR CONSIDERATION:**

- 9A. SV19-0011, VARIANCE TO THE MASTER SIGN PLAN FOR GATEWAY PLAZA PHASE II AND SIGN ORDINANCE NO. 704-J FOR THE CHRISTMAS SHOPPE LOCATED AT 2960 E. SOUTHLAKE BLVD., SUITE 100, SOUTHLAKE, TEXAS.**

**APPROVED UNDER CONSENT**

- 9B. MSP18-0006, MASTER SIGN PLAN FOR CHAPEL CROSSING LOCATED AT 245 W. STATE HIGHWAY 114, SOUTHLAKE, TEXAS.**

**TABLED UNDER CONSENT**

- 9C. SV19-0012, VARIANCE TO SIGN ORDINANCE NO. 704, AS AMENDED, FOR SIMPLY SELF STORAGE LOCATED AT 950 S. KIMBALL AVE., SOUTHLAKE, TEXAS.**

**APPROVED UNDER CONSENT**

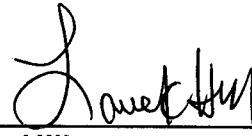
- 10. OTHER ITEMS FOR DISCUSSION: (THERE ARE NO ITEMS ON THIS AGENDA.)**

**11. ADJOURNMENT**

Mayor Hill adjourned the meeting at 8:55pm.

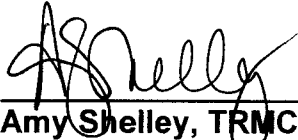
*\*An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

MINUTES APPROVED ON THIS, THE 1<sup>ST</sup> DAY OF OCTOBER 2019.



Laura Hill  
Mayor

ATTEST:



Amy Shelley, TRMC  
City Secretary

