



REGULAR CITY COUNCIL MEETING MINUTES

OCTOBER 4, 2022

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

CITY COUNCIL PRESENT: Mayor John Huffman, Mayor Pro Tem Randy Williamson, Deputy Mayor Pro Tem Shawn McCaskill, and Councilmembers Kathy Talley, Randy Robbin, Ronell Smith, and Amy Torres-Lepp.

STAFF PRESENT: City Manager Shana Yelverton, Assistant to the City Manager Major Youngblood, Management Assistant Bora Sulollari, Deputy Director of Communications Pilar Schank, Chief Financial Officer Sharen Jackson, Fire Chief Mike Starr, Senior Director of Human Resources Stacey Black, Director of Economic Development and Tourism Daniel Cortez, Senior Director of Planning and Development Services Ken Baker, Director of Public Works Rob Cohen, Deputy Director of Public Works Administration Lauren LaNeave, Operations Manager, Special Projects Robert Briggs, Operations Manager, Customer Service, Melody Andersen, City Attorney Allen Taylor, and City Secretary Amy Shelley.

WORK SESSION:

1. CALL TO ORDER

Work Session was called to order by Mayor John Huffman at 5:30pm.

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. SOUTHLAKE BUSINESS SPOTLIGHT – ISTANBUL CUISINE MEDITERRANEAN GRILL

Director of Economic Development and Tourism Daniel Cortez introduced a video showcasing Istanbul Cuisine Mediterranean Grill, a local Southlake business.

4. GRACE UPDATES

GRACE Chief Executive Officer Shonda Schaefer provided updates about GRACE and its current activities.

5. RECOGNITION OF NATIONAL CUSTOMER SERVICE WEEK, OCTOBER 3-7

Mayor Huffman read a proclamation honoring National Customer Service Week, October 3-7, and invited the Customer Service Matrix Team to join the Council at the podium for a group photo.

6. 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 6:03pm.

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; Section 551.072 deliberation regarding real property; Section 551.074 deliberation regarding personnel matters; and, Section 551.087 deliberation regarding economic development negotiations. City Council adjourned for Executive Session at 6:03pm. Executive Session began at 6:10pm and concluded at 7:30pm.

2B. RECONVENE

Mayor Huffman reconvened the meeting at 7:42pm.

3. REPORTS:

3A. MAYOR'S REPORT

3B. CITY MANAGER'S REPORT

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 SEPTEMBER 20, 2022, REGULAR CITY COUNCIL MEETING.

- 4B. EXCUSE THE ABSENCE OF COUNCILMEMBER AMY TORRES-LEPP FROM THE SEPTEMBER 20, 2022, REGULAR CITY COUNCIL MEETING.
- 4C. AUTHORIZE ANNUAL FUEL PURCHASES FROM US OIL FOR CITY VEHICLES AND EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$505,585.
- 4D. APPROVE PURCHASE OF REPLACEMENT AND NEW VEHICLES AND OUTFITTING EQUIPMENT AND SERVICES FROM SILSBEE FORD, LAKE COUNTRY CHEVROLET, SIDDONS-MARTIN EMERGENCY GROUP, AND DANA SAFETY SUPPLY IN AN AMOUNT NOT TO EXCEED \$5,397,0000
- 4E. VARIANCE TO THE SUBDIVISION ORDINANCE NO. 483, AS AMENDED, SECTION 5.06 REQUIRING A MINIMUM 5-FOOT-WIDE RESIDENTIAL SIDEWALK ALONG THE STREET FRONTAGE OF LOT 21, J.G. ALLEN NO. 18 ADDITION LOCATED AT 174 JELICO CIRCLE, SOUTHLAKE, TARRANT COUNTY, TEXAS.
- 4F. VARIANCE TO THE SUBDIVISION ORDINANCE NO. 483, AS AMENDED, SECTION 5.06 REQUIRING A MINIMUM 5-FOOT-WIDE RESIDENTIAL SIDEWALK ALONG THE STREET FRONTAGE OF TRACT 8W01A, JOHN L. WHITMAN SURVEY, ABSTRACT NO. 1593 LOCATED AT 2850 BROOKWOOD LANE, SOUTHLAKE, TARRANT COUNTY, TEXAS.
- 4G. ORDINANCE NO. 337A, 1ST READING, AMENDMENTS TO THE CITY OF SOUTHLAKE SOLID WASTE ORDINANCE NO. 337, ESTABLISHING A CONSTRUCTION DEBRIS LICENSE AND MODERNIZING THE ORDINANCE. (IF APPROVED AT 1ST READING, THE PUBLIC HEARING WILL BE HELD ON OCTOBER 18, 2022).
- 4H. ZA22-0041, PLAT REVISION FOR LOTS 1R-1 AND 1R-2, BLOCK 2, BREWER ADDITION, BEING A REVISION OF LOT 1R, BLOCK 2, BREWER ADDITION, LOCATED AT 2903 FLORENCE ROAD, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS. CURRENT ZONING: "SF-1B" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #11.
- 4I. RESOLUTION NO. 22-028, DENYING ONCOR ELECTRIC DELIVERY COMPANY'S APPLICATION TO INCREASE SYSTEM-WIDE TRANSMISSION AND DISTRIBUTION RATES WITHIN THE CITY OF SOUTHLAKE.
- 4J. APPROVE AN ANNUAL PURCHASE AGREEMENT WITH REGENT SERVICES (SOUTHLAKE LEASING) FOR JANITORIAL SERVICES FOR ALL CITY FACILITIES THROUGH AN INTERLOCAL AGREEMENT (ILA) WITH THE CITY OF GRAPEVINE IN AN AMOUNT NOT TO EXCEED \$325,000.

APPROVED

Motion was made to approve the Consent Agenda Items 4A-4J, as written, including moving Item 9B from the Regular Agenda to the Consent Agenda, noting the following:

- Item 4E - Approving the variance to the Subdivision Ordinance No. 483, as amended, Section 5.06 requiring a minimum 5-foot-wide residential sidewalk along the street frontage of Lot 21, J.G. Allen No. 18 Addition located at 174 Jellico Circle. The variance request is approved due to the rural barrow ditch road frontage, impact that sidewalk construction would have on the on the trees and does not match character of the neighborhood as there are no other sidewalks in the neighborhood.
- Item 4F - Approving the variance to the Subdivision Ordinance No. 483, as amended, Section 5.06 requiring a minimum 5-foot-wide residential sidewalk along the street frontage of Tract 8W01A, John L. Whitman Survey, Abstract No. 1593 located at 2850 Brookwood Lane. The variance request is approved due to the rural barrow ditch road frontage, impact that sidewalk construction would have on the on the trees and does not match character of the neighborhood as there are no other sidewalks in the neighborhood.
- Item 4H - Approving the Plat Revision for Lot 1R-1 & 1R-2, Block 2, Brewer Addition and granting the variance to Section 5.06 of the Subdivision Ordinance 483 as amended that requires a 5' sidewalk. The variance request is approved due to the rural barrow ditch road frontage, a 50' drainage easement that bisects the property, and no other sidewalks in the neighborhood.
- Item 9B – Approving MSP22-0003, Master Sign Plan for West Elm located at 1001 E. Southlake Blvd., Suite 80, Southlake, subject to the Staff Report dated September 27, 2022, and noting the following: Approving the Master Sign Plan for West Elm per the Sign Board’s recommendation and as presented in the staff report. Noting specifically that the applicant modified the sign application to reflect the Sign Board’s motion such that the proposed attached sign on the north elevation now complies with the Master Sign Plan for Park Village and restricted parking signs now comply with the City’s sign ordinance.

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 7:21pm.

Anthony Seris, 201 Bob O Link Drive, spoke about the issues with the screening wall on Randol Mill.

There being no one else wishing to speak, Mayor Huffman closed the public forum at 7:33pm.

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

Mayor Pro Tem Randy Williamson left the room to answer a phone call and was not present for the vote.

6A. ORDINANCE NO. 635-D, 2ND READING, AMENDING CHAPTER 2, ARTICLE VI, CODE OF ETHICS AND CONDUCT OF THE CITY OF SOUTHLAKE CODE OF ORDINANCES. PUBLIC HEARING.

APPROVED

Director of Economic Development and Tourism Daniel Cortez and Management Assistant Bora Sulollari presented Item 6A and answered questions from Council.

Mayor Huffman opened the public hearing at 6:46pm.

There being no one wishing to speak, Mayor Huffman closed the public hearing at 6:46pm.

Motion was made to approve Item 6A, Ordinance No. 635-D, 2nd Reading, amending Chapter 2, Article VI, Code of Ethics and Conduct of the City of Southlake Code of Ordinances, and noting the following:

- Approve Approve the 2nd Reading, Ordinance No. 635-D, amending Chapter 2, Article VI, Code of Ethics and Conduct.

Motion: McCaskill
Second: Talley
Ayes: Talley, Robbins, McCaskill, Huffman, Smith, Torres-Lepp
Nays: None
Absent: Williamson
Approved: 6-0

6B. ORDINANCE NO. 480-796, ZA22-0037; 2ND READING, ZONING CHANGE AND CONCEPT PLAN FOR MALIK ESTATES, ON PROPERTY DESCRIBED AS LOT 1A, MALIK ESTATES ADDITION, AND TRACTS 1A01A2B AND 1A01A2C, BEN J. FOSTER SURVEY ABSTRACT 519, LOCATED AT 905-925 RANDOL MILL AVE., SOUTHLAKE, TARRANT COUNTY, TEXAS. CURRENT ZONING "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. PROPOSED ZONING: "SF-1A" AND "SF-30" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #5. PUBLIC HEARING

APPROVED

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

Mayor Huffman opened the public hearing at 6:47pm.

There being no one wishing to speak, Mayor Huffman closed the public hearing at 6:48pm.

Motion was made to approve Item 6B, Ordinance No. 480-796, ZA22-0037; 2nd Reading, Zoning Change and Concept Plan for Malik Estates, on property described as Lot 1A, Malik Estates Addition, and Tracts 1A01A2B and 1A01A2C, Ben J. Foster Survey Abstract 519, located at 905-925 Randol Mill Ave., subject to the Staff Report dated September 27, 2022, and Concept Plan Review Summary dated September 2, 2022, and noting the following:

- Approving Subdivision Ordinance No. 483, as amended, Section 8.01.E, requires that the rear lot line of all lots abutting property residentially zoned or platted for lots 1-acre or larger be a minimum of 125 ft in width. The rear lot line of Lot 2 abuts two platted residentially zoned (RPUD) lots greater than 1-acre in area, one being common area/open space lot and a portion of residential lot in Palomar Estates. The width of Lot 2 is proposed to be 101 feet.
- Also noting that any future home on Lot 3 cannot be built within any existing utility or roadway easements and the relocation or abandonment of easements may be required and shall be reflected on the future plat. Also, future plans must conform to the approved concept plan.

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

6C. ORDINANCE NO. 483-R, 2ND READING, BEING AN AMENDMENT TO THE CITY OF SOUTHLAKE SUBDIVISION ORDINANCE NO. 483, AS AMENDED, ADDING PROVISIONS REQUIRING NOTES ON PLATS PERTAINING TO MAINTENANCE RESPONSIBILITIES OF PARK LAND, OPEN SPACE, DRAINAGE EASEMENT, AND OTHER DEDICATIONS WHERE APPLICABLE. PUBLIC HEARING

APPROVED

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

Mayor Huffman opened the public hearing at 6:50pm.

There being no one wishing to speak, Mayor Huffman closed the public hearing at 6:50pm.

Motion was made to approve Item 6C, Ordinance No. 483-R, 2nd Reading, being an amendment to the City of Southlake Subdivision Ordinance No. 483, as amended, adding

provisions requiring notes on plats pertaining to maintenance responsibilities of park land, open space, drainage easement, and other dedications where applicable, and noting the following:

- Approving Ordinance No. 483-R, 2nd Reading, an amendment to the City of Southlake Subdivision Ordinance No. 483.

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: (THERE ARE NO ITEMS ON THIS AGENDA.)

8. RESOLUTIONS:

8A. RESOLUTION NO. 22-020, APPOINTING MEMBERS, CHAIRS AND/OR VICE CHAIRS TO VARIOUS POSITIONS ON THE ALLIANCE FOR COMMUNITY ENGAGEMENT, COMMUNITY ENHANCEMENT DEVELOPMENT CORPORATION, CRIME CONTROL & PREVENTION DISTRICT, LIBRARY BOARD, METROPORT TEEN COURT, SENIOR ADVISORY COMMISSION, SOUTHLAKE ARTS COUNCIL, AND ZONING BOARD OF ADJUSTMENT.

APPROVED

Mayor Huffman facilitated the discussion on this item, with input from the Council.

Motion was made to approve Item 8A, Resolution No. 22-020, appointing members, chairs and/or vice chairs to various positions on the Alliance for Community Engagement, Community Enhancement Development Corporation, Crime Control & Prevention District, Library Board, Metroport Teen Court, Senior Advisory Commission, Southlake Arts Council, and Zoning Board of Adjustment, as follows:

ALLIANCE FOR COMMUNITY ENGAGEMENT

Name	Place	Term Expiring
<u>Danny Batsalkin</u>	Place 1	October 2023
<u>Scott Cox</u>	Place 2	October 2024
<u>Mark Flores</u>	Place 3	October 2023
<u>Tracy Harrow</u>	Place 4	October 2024
<u>Muhammad Iqbal</u>	Place 5	October 2023

<u>Kristine Kemp</u>	Place 6	October 2024
<u>Mike Kaucher</u>	Place 7	October 2023
<u>Renee Thomas</u>	Place 8	October 2024
<u>Douglas Lies</u>	Place 9	October 2023
<u>DeAnn Swinton</u>	Place 10	October 2024
<u>Elisa O'Callaghan</u>	Place 11	October 2023
<u>Sanjay Veerabathina</u>	Place 12	October 2024

The City Council hereby names Kristine Kemp as Chair and Renee Thomas as Vice Chair of the Alliance for Community Engagement.

COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION

Name	Place	Term Expiring
<u>Martin Schelling</u>	Director 2	September 2024
<u>Jennifer Kolb</u>	Director 4	September 2024
<u>Craig Strutevant</u>	Director 5	September 2024
<u>Eric Wang</u>	Director 6	September 2024
<u>Mike Pazera</u>	Director 7	September 2024

CRIME CONTROL AND PREVENTION DISTRICT BOARD

Name	Place	Term Expiring
<u>Kara Carreras-Clubb</u>	Place 4	September 2024
<u>Jay Demas</u>	Place 5	September 2024
<u>David Barnes</u>	Place 6	September 2024
<u>William Meddings</u>	Place 7	September 2024

LIBRARY BOARD

Name	Place	Term Expiring
<u>Lori Burr</u>	Place 1	October 2024
<u>William Doby</u>	Place 2	October 2024
<u>Virginia Hinkle</u>	Place 3	October 2023
<u>Guy Midkiff</u>	Place 4	October 2023
<u>Christina Taggart</u>	Place 5	October 2024
<u>Natan Ton-that</u>	Place 6	October 2024
<u>Tracey Patton</u>	Place 7	October 2023

The City Council hereby names William Doby as Chairman and Lori Burr as Vice Chair of the Library Board.

METROPORT TEEN COURT

Name	Place	Term Expiring
<u>Ronell Smith</u>	Council Rep.	October 2024
<u>Uma Devireddy</u>	Southlake Rep.	October 2024

SENIOR ADVISORY COMMISSION

Name	Place	Term Expiring
<u>William Meddings</u>	Place 1	October 2023
<u>MaryLee Alford</u>	Place 2	October 2024
<u>Kathryn Orler</u>	Place 3	October 2023
<u>Julie Walter</u>	Place 4	October 2024
<u>Mike Kaucher</u>	Place 5	October 2023
<u>Bernadette MacDermott</u>	Place 7	October 2024
<u>Douglas Lies</u>	Alternate 1	October 2023

VACANT

Alternate 2

October 2024

The City Council hereby names MaryLee Alford as Chair of the Senior Advisory Commission.

SOUTHLAKE ARTS COUNCIL

Name	Place	Term Expiring
<u>Leslie Walker</u>	Place 2	October 2024
<u>Terri Messing</u>	Place 4	October 2024
<u>Susan Steinbrecher</u>	Place 6	October 2024
<u>Tim Sabo</u>	Alternate 1	October 2024

The City Council hereby names Tamara McMillan as Chair of the Southlake Arts Council.

ZONING BOARD OF ADJUSTMENT

Name	Place	Term Expiring
<u>Sridevi Vemulapalli</u>	Alternate 3	June 2023

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

9. OTHER ITEMS FOR CONSIDERATION:

9A. APPOINT COMMUNITY AND BOARD MEMBERS TO SERVE ON THE CARILLON PARC PUBLIC SPACES STEERING COMMITTEE.

APPROVED

Mayor Huffman facilitated the discussion on this item, with input from the Council.

Motion was made to approve Item 9A, appointing community and board members to serve on the Carillon Parc Public Spaces Steering Committee, as follows:

- Appointing William Doby to represent the Library Board
- Appointing the following community members:
 - o Frances Bankester
 - o Amber Butcher

- Kathryn Del Calvo
- William Doby
- Samad Rizvi
- Helen Wong

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

9B. MSP22-0003, MASTER SIGN PLAN FOR WEST ELM LOCATED AT 1001 E. SOUTHLAKE BLVD., SUITE 80, SOUTHLAKE.

APPROVED UNDER CONSENT

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

11. ADJOURNMENT

Mayor Huffman adjourned the meeting at 7:33pm.

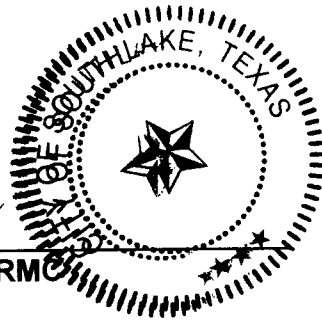
**An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

MINUTES APPROVED ON THIS, THE 18TH DAY OF OCTOBER 2022.

ATTEST:



Amy Shelley, TRMC
City Secretary





John Huffman
Mayor