



CITY OF GRAPEVINE, TEXAS  
REGULAR JOINT MEETING OF  
CITY COUNCIL AND PLANNING AND ZONING COMMISSION  
TUESDAY, NOVEMBER 17, 2020

GRAPEVINE CITY HALL, COUNCIL CHAMBERS  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council and Planning and Zoning Commission will conduct the meeting scheduled at 7:30 pm on November 17, 2020 in the Council Chambers at 200 South Main Street, by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The Mayor, Members of City Council and Planning and Zoning Commission Members may attend this meeting in person.

**There will be no public access to the location described above. The meeting will be livestreamed on the City’s website at [www.grapevinetexas.gov](http://www.grapevinetexas.gov).**

This supplemental written notice, the meeting agenda, and the agenda packet are posted online at [www.grapevinetexas.gov](http://www.grapevinetexas.gov).

The public toll-free dial-in number to participate in the telephonic meeting is 1-210-469-4097. The audio conference PIN is 794 279 496#.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Starting at 5:00 pm on Monday, November 16, 2020, citizens can submit a Citizen Appearance request form from the City’s website at <https://www.grapevinetexas.gov/89/Agendas-Minutes>. During the meeting, the names of those that have submitted a form will be called on to speak in the order the forms were received. The deadline to submit requests will be 5:00 pm on Tuesday, November 17, 2020.

**Written comments can also be submitted via email to Susan Batte at [sbatte@grapevinetexas.gov](mailto:sbatte@grapevinetexas.gov). All comments will be provided to City Council and the Planning and Zoning Commission and made part of the record.**

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

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6:30 p.m.	Dinner – City Council Conference Room
7:00 p.m.	Call to Order of City Council Meeting – City Council Chambers
7:00 p.m.	Executive Session – City Council Conference Room
7:30 p.m.	Joint Regular Meeting – City Council Chambers

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**CALL TO ORDER: 7:00 p.m.** – City Council Chambers

**EXECUTIVE SESSION:**

1. City Council to recess to the City Council Conference Room to conduct a closed session relative to:
  - A. Real property relative to deliberation of the purchase, exchange, lease, sale or value of real property (City facilities, Public Works, and the 185 acres) pursuant to Section 551.072, Texas Government Code.
  - B. Conference with City Manager and Staff to discuss and deliberate commercial and financial information received from business prospects the City seeks to have locate, stay, or expand in the City; deliberate the offer of a financial or other incentive; with which businesses the City is conducting economic development negotiations pursuant to Section 551.087, Texas Government Code.

City Council to reconvene in open session in the City Council Chambers and take any necessary action relative to items discussed in Executive Session.

**REGULAR MEETING: 7:30 p.m.** – City Council Chambers

2. Invocation and Pledge of Allegiance: Commissioner Traci Hutton

**JOINT PUBLIC HEARINGS**

3. Conditional Use Permit **CU20-22** (Bob Moore Construction) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Chandler Signs requesting to a conditional use permit to allow a 20-foot pole sign in conjunction with a professional office building. The subject property is located at 3611 William D. Tate Avenue and is currently zoned “PO” Professional Office District.
4. Historic Landmark District **HL20-02** (415 South Dooley Street) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Patricia and Eric Whetstone requesting to designation as a historic landmark sub-district. The subject property is currently zoned “R-7.5” Single Family Residential District.

Planning and Zoning Commission to recess to the Planning and Zoning Commission Conference Room, Second Floor, to consider published agenda items.

City Council to remain in session in the Council Chambers to consider published business.

## CITIZEN COMMENTS

5. Any person who is not scheduled on the agenda may address the City Council under Citizen Comments or on any other agenda item by completing a Citizen Appearance Request form with the City Secretary. A member of the public may address the City Council regarding an item on the agenda either before or during the Council's consideration of the item, upon being recognized by the Mayor or upon the consent of the City Council. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action during Citizen Comments.

## PRESENTATIONS

6. Emergency Management Coordinator to present update on COVID-19.

## CONSENT AGENDA

Consent items are deemed to need little Council deliberation and will be acted upon as one business item. Any member of the City Council or member of the audience may request that an item be withdrawn from the consent agenda and placed before the City Council for full discussion. Approval of the consent agenda authorizes the City Manager, or his designee, to implement each item in accordance with Staff recommendations.

7. Consider the renewal of an annual contract for utility bill printing, mailing and offset printing services with DataProse, Inc. Chief Financial Officer recommends approval.
8. Consider the renewal of annual contracts for post-65 retiree health insurance with Aetna Inc. and Group Administrative Concepts. Chief Financial Officer recommends approval.
9. Consider an annual contract for Fire Department uniforms with Galls, LLC. Fire Chief recommends approval.
10. Consider the renewal of an annual contract with for emergency notification services with Onsolve, LLC. Fire Chief recommends approval.
11. Consider the award of an informal request for quote for refrigerators and freezers for Fire Stations 2 and 3 from ISI Commercial Refrigeration. Fire Chief recommends approval.
12. Consider the renewal of an annual contract for cleaning, inspecting and repairing PPE with Lion Total Care. Fire Chief recommends approval.
13. Consider the Golf Course Concession Agreement. Golf Director recommends approval.

14. Consider the renewal of an annual contract for book leasing services with the Brodart Company. Library Director recommends approval.
15. Consider the renewal of an annual contract for NewsBank services with NewsBank, Inc. Library Director recommends approval.
16. Consider the renewal of an annual contract for portable restroom rental services with United Rentals, Inc. Parks and Recreation Director recommends approval.
17. Consider the renewal of an annual contract for the purchase of law enforcement uniforms with Galls, LLC. Police Chief recommends approval.
18. Consider **Resolution No. 2020-018** supporting the application for Department of Homeland Security, State Homeland Security Grant Program funds to be used for night vision equipment. Police Chief recommends approval.
19. Consider the sole source purchase of the water meters and a master meter radio and harmony software system from Hydropro Solutions, LLC. Public Works Director recommends approval.
20. Consider the renewal of an annual contract for pavement marking services with Stripe-A-Zone. Public Works Director recommends approval.
21. Consider an annual contract for building maintenance, repair, operations supplies and equipment from Fairway Supply, Inc. Public Works Director recommends approval.
22. Consider the minutes of the November 3, 2020 Regular City Council meeting. City Secretary recommends approval.

Pursuant to the Texas Open Meetings Act, Texas Government Code, Chapter 551.001 et seq, one or more of the above items may be considered in Executive Session closed to the public. Any decision held on such matter will be taken or conducted in open session following conclusion of the executive session.

#### PLANNING AND ZONING COMMISSION RECOMMENDATIONS

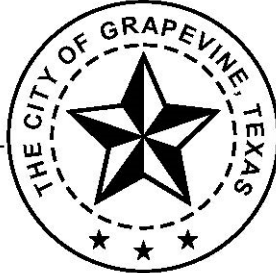
23. Conditional Use Permit **CU20-22** (Bob Moore Construction) – Consider the recommendation of the Planning and Zoning Commission and **Ordinance No. 2020-057**, if applicable, and take any necessary action.
24. Historic Landmark District **HL20-02** (415 South Dooley Street) – Consider the recommendation of the Planning and Zoning Commission and **Ordinance No. 2020-058**, if applicable, and take any necessary action.

## ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on November 13, 2020 by 5:00 p.m.

*Tara Brooks*

Tara Brooks, TRMC, CRM  
City Secretary



If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary's Office at 817.410.3182 at least 24 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.

This meeting can be adjourned and reconvened, if necessary, the following regular business day.



CITY OF GRAPEVINE, TEXAS  
REGULAR PLANNING AND ZONING COMMISSION MEETING  
TUESDAY, NOVEMBER 17, 2020

GRAPEVINE CITY HALL, SECOND FLOOR  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS 76051

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council and Planning and Zoning Commission will conduct the meeting scheduled at 7:30 pm on November 17, 2020 in the Council Chambers at 200 South Main Street, by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). The Mayor, Members of City Council and Planning and Zoning Commission Members may attend this meeting in person.

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**Written comments can also be submitted via email to Susan Batte at [sbatte@grapevinetexas.gov](mailto:sbatte@grapevinetexas.gov). All comments will be provided to City Council and the Planning and Zoning Commission and made part of the record.**

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**CALL TO ORDER: 7:00 p.m. - Planning and Zoning Commission Conference Room**

**BRIEFING SESSION**

***The public toll-free dial-in number to participate in the briefing session telephonic meeting is 1-210-469-4097. The audio conference PIN is 857 731 516#.***

1. Planning and Zoning Commission to conduct a briefing session to discuss all items scheduled on tonight's agenda. No action will be taken. Each item will be considered during the Regular Session which immediately follows the Joint Public Hearings.

**JOINT MEETING WITH CITY COUNCIL: 7:30 p.m. - City Council Chambers**

***The public toll-free dial-in number to participate in the joint telephonic meeting is 1-210-469-4097. The audio conference PIN is 794 279 496#.***

2. Invocation and Pledge of Allegiance: Commissioner Traci Hutton

**JOINT PUBLIC HEARINGS**

3. Conditional Use Permit **CU20-22** (Bob Moore Construction) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Chandler Signs requesting to a conditional use permit to allow a 20-foot pole sign in conjunction with a professional office building. The subject property is located at 3611 William D. Tate Avenue and is currently zoned “PO” Professional Office District.
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**REGULAR SESSION: 7:30 p.m. (Immediately following Joint Public Hearings) –**  
Planning and Zoning Conference Room

***The public toll-free dial-in number to participate in the briefing session telephonic meeting is 1-210-469-4097. The audio conference PIN is 857 731 516#.***

**CITIZEN COMMENTS**

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**NEW BUSINESS**

6. Conditional Use Permit **CU20-22** (Bob Moore Construction) – Consider the application and make a recommendation to City Council.
7. Historic Landmark District **HL20-02** (415 South Dooley Street) – Consider the application and make a recommendation to City Council.
8. Consider the minutes of the October 20, 2020 Regular Planning and Zoning Commission meetings.

NOTE: Following the adjournment of the Planning and Zoning Commission meeting, a representative will present the recommendations of the Planning and Zoning Commission to the City Council for consideration in the City Council Chambers.

### ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on November 13, 2020 by 5:00 p.m.

*Tara Brooks*

Tara Brooks, TRMC, CRM  
City Secretary

