



CITY OF GRAPEVINE, TEXAS  
BUILDING BOARD OF APPEALS MEETING MINUTES  
MONDAY, OCTOBER 14, 2024

GRAPEVINE CITY HALL, COUNCIL CHAMBERS  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS 76051

---

6:00 p.m. Dinner/Workshop - Planning and Zoning Commission Conference Room  
Public Hearing – City Council Chambers

---

The Building Board of Appeals for the City of Grapevine, Texas, met on Monday evening, October 14, 2024, at 6:00 P.M. in the Planning and Zoning Conference Room, 2<sup>nd</sup> Floor, 200 South Main Street, Grapevine, Texas, for a Dinner / Workshop Session with the following members present to wit:

Joe Lipscomb	Chairman
Jerrold Sklar	Vice-Chairman
Shea Kirkman	Member
Becky St. John	Member
Dave Custable	Member
David Hallberg	Member
Sergio Harris	Alternate

Constituting a quorum. Also present was City Council Representative Chris Coy and the following City Staff:

Matthew Boyle	City Attorney
Larry Gray	Building Official
Scott Leavelle	Assistant Building Official
Connie Cook	Building Services Assistant

**CALL TO ORDER:**

Chairman, Joe Lipscomb called the Dinner/Workshop Session of the Building Board of Appeals to order at approximately 6:03 P.M.

1. Roll Call
2. City Attorney to conduct briefing of legal aspects of Building Board of Appeals.

Assistant City Attorney, Matthew Butler briefed the Board of the legal aspects of Building Board of Appeals.

**ADJOURNMENT OF BRIEFING SESSION**

With no further discussion, the meeting was adjourned at approximately 6:26 P.M.

**PUBLIC HEARING:** City Council Chambers.

Chairman Joe Lipscomb called the Public Hearing of the Building Board of Appeals to order at approximately 6:31 P.M.

3. Roll Call

4. Oath of Office

Connie Cook administered the Oath of Office to re-appointed Members, Joe Lipscomb and newly appointed Member Dave Custable, David Hallberg and Alternate Sergio Harris.

5. Election of Officers

For office of Chairman, Jerrold Sklar nominated Joe Lipscomb. Shea Kirkman seconded the motion which prevailed by the following vote:

Ayes: Sklar, Kirkman, St. John, Custable, Hallberg, Harris  
Nays: None  
Abstain: Lipscomb  
Absent: None

Joe Lipscomb was re-elected as Chairman.

For office of Vice-Chairman, Shea Kirkman nominated Jerrold Sklar, Dave Custable seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, Kirkman, St. John, Custable, Hallberg, Harris  
Nays: None  
Abstain: Sklar  
Absent: None

Jerrold Sklar was re-elected Vice-Chairman.

**CITIZEN COMMENTS**

6. There was no one wishing to speak during citizen comments.

**NEW BUSINESS**

7. Building Board of Appeals to consider the 2025 Meeting Agenda Schedule and take any necessary action.

Next the Building Board of Appeals considered the 2025 Meeting Agenda Schedule.

Dave Hallberg made a motion to accept the 2025 Meeting Agenda Schedule. Becky St. John seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, Sklar, Kirkman, St. John, Custable, Hallberg, Harris  
Nays: None  
Abstain: None  
Absent: None

8. Building Board of Appeals to consider the minutes of the August 14, 2023, meeting and take any necessary action.

Next the Building Board of Appeals to consider the minutes of the August 14, 2023, meeting.

Jerrold Sklar made a motion to accept the minutes of August 14, 2023, Briefing Session, and Public Hearing. Shea Kirkman seconded the motion which prevailed by the following vote:

Ayes: Lipscomb, Sklar, Kirkman, St. John, Custable, Hallberg, Harris  
Nays: None  
Abstain: None  
Absent: None

#### ADJOURNMENT

With no further discussion, Becky St. John made a motion to adjourn. Shea Kirkman seconded the motion, which prevailed by the following vote:

Ayes: Lipscomb, Sklar, Kirkman, St. John, Custable, Hallberg, Harris  
Nays: None  
Abstain: None  
Absent: None

The meeting was adjourned at approximately 6:34 P.M.

PASSED AND APPROVED BY THE BUILDING BOARD OF APPEALS OF THE CITY OF GRAPEVINE, TEXAS, ON THE 12TH DAY OF MAY 2025.

APPROVED:

  
CHAIRMAN

  
SECRETARY