



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes City Council

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Tuesday, October 10, 2023

6:00 PM

Council Chambers

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**WES MAYS**  
Mayor

**JOHN JUN**  
Mayor Pro Tem

**JIM WALKER**  
Place 1

**KEVIN NEVELS**  
Place 4

**BRIANNA HINOJOSA-SMITH**  
Place 2

**BIJU MATHEW**  
Place 6

**DON CARROLL**  
Place 3

**MARK HILL**  
Place 7

**MIKE LAND**  
City Manager

**Present** 8 - Wes Mays; Jim Walker; Brianna Hinojosa-Smith; Don Carroll; Kevin Nevels; John Jun; Biju Mathew and Mark Hill

Also present were Deputy City Managers Traci Leach and Kent Collins, City Attorney Bob Hager, and City Secretary Ashley Owens.

The City Council of the City of Coppell met in Regular Session on Tuesday, October 10, 2023, at 6:00 p.m. in the City Council Chambers of Town Center, 255 Parkway Boulevard, Coppell, Texas.

**1. Call to Order**

Mayor Wes Mays called the meeting to order, determined that a quorum was present and convened into the Work Session at 6:00 p.m.

**2. Work Session (Open to the Public) 1st Floor Conference Room**  
Citizen comments will not be heard during the Work Session, but will be heard during the Regular Session under Citizens' Appearance.

- A. Discussion regarding agenda items.
- B. Overview of Code Compliance Processes.

Presented in Work Session

**Regular Session**

Mayor Wes Mays adjourned the Work Session at 6:47 p.m. and convened into the Regular Session at 7:30 p.m.

3. Invocation 7:30 p.m.

Rev. Tom Palmer, with First United Methodist Church in Coppell, gave the Invocation

4. Pledge of Allegiance

Coppell Fire Department Honor Guard posted the colors and led the audience in the Pledge of Allegiance.

**Proclamations**

5. Presentation of a Proclamation celebrating the 10-year anniversary of Pastor Tom Palmer serving at First United Methodist Church of Coppell.

Mayor Wes Mays read the Proclamation into the record and presented the same to Rev. Tom Palmer with First United Methodist Church in Coppell.

6. Presentation of a Proclamation designating the month of October, "National Breast Cancer Awareness Month".

Mayor Wes Mays read the Proclamation into the record and presented the same to members of Pink Soles in Motion.

7. Presentation of a Proclamation designating the month of October, as "Fire Prevention Month".

Mayor Wes Mays read the Proclamation into the record and presented the same to Fire Chief Kevin Richardson and Life Safety Park Manager Bethany Everett.

8. Citizens' Appearance

Mayor Wes Mays stated that no one signed up to speak.

9. Consent Agenda

A. Consider approval of the Minutes: September 26, 2023.

A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.

B. Consider approval of an Ordinance for PD-210R2-SF-9, a zoning change request from PD-210-SF-9, to approve a short-term rental on 0.22 acres of property located at 416 Kaye Street; and authorizing the Mayor to sign.

A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through

**K be approved. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-799

- C.** Consider approval of an Ordinance for PD-264R-RBN5 (Planned Development-264 Revised-Residential Urban Neighborhood 5) to allow the removal of five (5) Leyland Cypress Trees on 7.1 acres of property located on Common Area Lot 1X, Block D, Easthaven (Eastlake); and authorizing the Mayor to sign.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-800

- D.** Consider approval of an Ordinance for PD-311-LI, a zoning change request from LI to allow the construction of an accessory tank farm structure and approximate 3,000 square foot building addition to the existing office/warehouse building on approximately 8 acres, being a portion of Lot 3R1, Block 8 located at 508 Wrangler Drive; and authorizing the Mayor to sign.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-801

- E.** Consider approval of an Ordinance for PD-308R-C, Kroger Fuel Station, a zoning change request from PD-308-C (Planned Development-308-Commercial) to PD-308R-C (Planned Development-308 Revised-Commercial), to allow a revised site plan for a new fuel service station with five (5) fuel pumps located at 950 E. Sandy Lake Road; and authorizing the Mayor to sign.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-802

- F.** Consider approval of an Ordinance of the City of Coppell, Texas amending Ordinance No. 2022-1584, the budget for Fiscal Year October 1, 2022, through September 30, 2023; and authorizing the Mayor to sign.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

Enactment No: OR 2023-1601

- G.** Consider approval of purchase and installation of a new LED overhead lighting system for the indoor pool area at The CORE from Nema 3, as

provided for in the Coppell Recreation Development Corporation (CRDC) Fund Balance; in the amount of \$81,868.86; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

- H. Consider approval to purchase one (1) Ford Expedition with upfit package from Chastang Ford; through BuyBoard Purchasing Cooperative #601-19; for replacement of an existing vehicle; as provided for in the Capital Replacement Fund; in the amount of \$118,470.00; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

- I. Consider approval of two (2) Fire Trucks from Siddons Martin Emergency Group; through BuyBoard #651-21; for replacement of existing vehicles; as provided for in the Capital Replacement Fund; in the amount of \$3,163,740.00; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

- J. Consider approval of Bid Q-0823-02 for the Fire Department uniform contracts with Five Star Embroidery, in the amount of \$83,982.00; as budgeted; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

- K. Consider approval to purchase replacement Fire Personal Protective Ensembles, Bunker Gear, for Structural Fire Fighting (coat, pants, escape belt/harness, and suspenders) from North American Fire Equipment Company through Buy Board contract #698-23 in the amount of \$75,264.00 as budgeted; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Brianna Hinojosa-Smith, that Consent Agenda Items A through K be approved. The motion passed by an unanimous vote.**

#### End of Consent Agenda

10. PUBLIC HEARING:  
Consider approval of PD-134R2-SF-7, Coppell Greens Lot 11, Block F,

a zoning change request to allow for a reduction in setbacks between a proposed pool and the existing residence on 0.17 acres of property located at 856 Mullrany Drive at the request of John Wittenberg, being represented by Tony Martin of Robertson Pools, Inc.

STAFF REP.: Matt Steer

**Development Services Administrator Matt Steer gave a presentation to City Council.**

**Mayor Wes Mays opened the Public Hearing and stated that no one signed up to speak.**

**A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Don Carroll, to close the Public Hearing and approve the agenda item subject to the following conditions:**

**1. An Engineered Plan or Letter from a registered professional engineer be submitted at time of permitting.**

**The motion passed by an unanimous vote.**

**11.**

**PUBLIC HEARING:**

Consider approval of text change amendment to the Code of Ordinances, Chapter 12, Article 35 "Accessory Structures" Section 3 "In-ground and above-ground swimming pools and spas" Subsection C - Distance from the main structure.

STAFF REP.: Matt Steer

**Development Services Administrator Matt Steer gave a presentation to City Council.**

**Mayor Wes Mays opened the Public Hearing and stated that no one signed up to speak.**

**A motion was made by Councilmember Mark Hill, seconded by Councilmember Don Carroll, to close the Public Hearing and approve the agenda item. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-803

**12.**

**PUBLIC HEARING:**

Consider approval of S-1266-SF-7, 1334 Bradford Drive (STR), a zoning change request from SF-7 (Single-Family-7) to S-1266-SF-7 (Special Use Permit-1266 - Single-Family-7) to consider allowing a short-term rental on 0.22 acres of property located at 1334 Bradford Drive, at the request of Marcia and Steve Allen, the property owners.

STAFF REP.: Mary Paron-Boswell

**Senior Planner Mary Paron-Boswell gave a presentation to City Council.**

**The applicant, Steve Allen, 1334 Bradford Drive, Coppell, was present to answer any questions of City Council.**

Mayor Wes Mays opened the Public Hearing and stated that no one signed up to speak.

A motion was made by Councilmember Don Carroll, seconded by Councilmember John Jun, to close the Public Hearing and approve the agenda item subject to the following conditions:

**1. PD Conditions:**

- a. To obtain a STR permit prior to their current one expiring.
- b. Notify staff of any change of property ownership.

The motion carried by the following vote (6-1):

**Aye:** Mayor Pro Tem John Jun, Councilmember Brianna Hinojosa-Smith, Councilmember Don Carroll, Councilmember Kevin Nevels, Councilmember Biju Mathew, Councilmember Mark Hill

**Nay:** Councilmember Jim Walker

**13.**

**PUBLIC HEARING:**

Consider approval of PD-259R3-SF-7 & 9, Blackberry Farm, a zoning change request from PD-259R2-SF-7 & 9 (Planned Development 259-Revision 2 - Single-Family 7 & 9) to PD-259R3-SF-7 & 9 Planned Development 259-Revision 3 - Single-Family 7 & 9) to provide a new concept and detail plan that would allow for a gated community and private streets, over two phases (54 residential lots in Phase 1 and nine (9) residential lots in Phase 2 and associated common area lots) with a change in the amenities provided (a pool and pickle ball courts in lieu of gardens for Lot 2X, Block C), on approximately 54.8 acres of land located on the north side of Sandy Lake Road, approximately 750 feet northeast of Starleaf Road (extended), at the request of Denton Creek Land Company, LTD and Blackberry Farms, LTD, being represented by Jon Dostert of Holmes Builders.

STAFF REP.: Mary Paron-Boswell

Senior Planner Mary Paron-Boswell gave a presentation to City Council.

The applicant, Terry Holmes, 510 Country Lane, was present to answer any questions of City Council.

Mayor Wes Mays opened the Public Hearing and stated that no one signed up to speak.

A motion was made by Councilmember Don Carroll, seconded by Councilmember Jim Walker, to close the Public Hearing and approve the agenda item with the following conditions and conditions requested by the applicant:

1. All of the previously approved PD conditions remain in place.
2. To allow for a gated community with private streets that must be maintained by the HOA, this would include maintenance of the bridge and street signs.

3. The CCR's must be updated to address the changes in the maintenance of the streets, bridge, amenity area, wall maintenance and entry feature maintenance.
4. The existing plats must be vacated, and new plats must be filed that show the streets as private and part of a Common Area, to be maintained by the HOA.
5. To approve the entry feature and sign.

Conditions requested by the applicant:

1. Developer will have the option for material storage on one lot of developer's choice. Lot would be fenced with 6'-8' high stained cedar wood fence. The fence would be set at build line at front of property. Material Storage lot would possibly move during build out of development.
2. Developer would have the option to change to masonry monument street signs or decorative steel street signs per staff approval.
3. Building permits for houses may be issued before completion of front screen walls and entry gates. No certificate of occupancy shall be issued until subdivision is completed. This would be similar to the landscaping and completion of Lot 2X per existing PD.

Councilmember Jim Walker withdrew his second. The motion failed due to lack of a second.

A motion was made by Councilmember Jim Walker, seconded by Councilmember Kevin Nevels, to postpone the Public Hearing to the October 24, 2023, City Council meeting.

The motion carried by the following vote (6-1):

**Aye:** Mayor Pro Tem John Jun, Councilmember Jim Walker, Councilmember Brianna Hinojosa-Smith, Councilmember Don Carroll, Councilmember Kevin Nevels, Councilmember Biju Mathew

**Nay:** Councilmember Mark Hill

#### 14. City Manager Reports, Project Updates, Future Agendas, and Direction from Work Session

City Manager Mike Land gave the following updates:

**Moore Road Boardwalk** – This project is at 99% completion. The contractor completed all punch list items set forth by City staff following the final inspection. The contractor is currently working on landscaping while City staff prepare for the official Ribbon Cutting that is scheduled at the Moore Road Boardwalk on Thursday, October 19 at 10AM. With the rainfall that we received during the past of couple of weeks, it is estimated that approximately 60% of the pond is filled.

**The Duck Pond Park Improvements** – This project is approximately at 60% completion and on schedule. The contractor continues to make improvements to the park as outlined in the scope of work.

**Thweatt Park** – This project is approximately at 90% completion and on schedule. The contractor continues to work on final punch list items set forth by

City staff following the final inspection with landscaping scheduled in the coming weeks.

S. Belt Line – The contractor is continuing the utility installation and subgrade preparation on phase 3.

Village Parkway Pump Station Generator – We are expecting the final testing next week.

Woodhurst Reconstruction – We had a preconstruction meeting with the contractor today and due to delays in some materials we plan to begin construction after the new year. Prior to starting, we will host a public meeting.

**15. Mayor and Council Reports on Recent and Upcoming Events.**

Coppell Arts Center is pleased to announce some new surprises coming to Old Town Coppell in October. On Thursday, October 12, beginning at 5 p.m., the Coppell Arts Center will host food trucks from Hook & Ladder and Cajun on the go!, as well as music from local DFW band Jukebox Heroes, as a pre-show to Four Day Weekend. Food trucks will arrive at 5 p.m. and tickets for the Four Day Weekend show can be purchased at [coppellartscenter.org](http://coppellartscenter.org).

Join the City of Coppell on October 19 at 10 a.m. for the official ribbon cutting to commemorate the return of the Moore Road Boardwalk! In the event of inclement weather, the ribbon cutting will be moved to Tuesday, October 24.

**16. Public Service Announcements concerning items of community interest with no Council action or deliberation permitted.**

Nothing to report.

**17. Necessary Action from Executive Session**

There was no Executive Session.

**18. Adjournment**

There being no further business before this Council, the meeting adjourned at 9:18 PM.

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Wes Mays, Mayor

ATTEST:

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Ashley Owens, City Secretary