



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Minutes

### City Council

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Tuesday, February 22, 2022

5:30 PM

Council Chambers

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**WES MAYS**  
Mayor

**BRIANNA HINOJOSA-SMITH**  
Mayor Pro Tem

**CLIFF LONG**  
Place 1

**JOHN JUN**  
Place 5

**DON CARROLL**  
Place 3

**BIJU MATHEW**  
Place 6

**KEVIN NEVELS**  
Place 4

**MARK HILL**  
Place 7

**MIKE LAND**  
City Manager

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

Also present were Deputy City Managers Vicki Chiavetta and Traci Leach, City Attorney Robert Hager, City Secretary Ashley Owens, and Deputy City Secretary Sara Egan.

The City Council of the City of Coppel met in Regular Session on Tuesday, February 22, 2022 at 5:30 p.m. in the City Council Chambers of Town Center, 255 Parkway Boulevard, Coppel, 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 5:31 p.m.

2. **Work Session (Open to the Public) 1st Floor Conference Room**

- A. Discussion regarding agenda items.
- B. Discussion regarding citizen comments read into the record.

**Presented in Work Session.**

Mayor Wes Mays adjourned Work Session for a break at 6:15 p.m.

**Regular Session**

Mayor Wes Mays reconvened into the Regular Session at 7:30 p.m.

**3. Invocation 7:30 p.m.**

Pastor Brian Vranicar with Coppell Bible Fellowship led a moment of silence and opening prayer.

**4. Pledge of Allegiance**

Mayor Wes Mays and the City Council led those present in the Pledge of Allegiance.

**Proclamations**

**5.** Consider approval of the proclamation celebrating the month of February as “Black History Month”, and authorizing the Mayor to sign.

Mayor Wes Mays read the proclamation into the record and presented the same to the Members of the Allies in Community.

A motion was made by Mayor Pro Tem Brianna Hinojosa-Smith, seconded by Councilmember Don Carroll, that this Agenda Item be approved. The motion passed by an unanimous vote.

**6. Citizens’ Appearance**

Mayor Wes Mays asked for those who signed up to speak:

1) Venky Venkatraman, 415 Gifford Drive, spoke regards to the Short-Term Rental Ordinance and the Code of Conduct.

**7. Consent Agenda**

**A.** Consider approval of the minutes: February 8, 2022.

A motion was made by Councilmember John Jun, seconded by Councilmember Don Carroll, that Consent Agenda Items A-E be approved. The motion passed by an unanimous vote.

**B.** Consider approval of a professional services agreement with Halff & Associates, for Engineering & Design Services for the Magnolia Park Trail, not to exceed the amount of \$191,913.00; and authorizing the City Manager to sign any necessary documents.

A motion was made by Councilmember John Jun, seconded by Councilmember Don Carroll, that Consent Agenda Items A-E be approved. The motion passed by an unanimous vote.

**C.** Consider approval of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending September 30, 2021.

**A motion was made by Councilmember John Jun, seconded by Councilmember Don Carroll, that Consent Agenda Items A-E be approved. The motion passed by an unanimous vote.**

- D.** Consider approval of the waiver of the application fee for a PD amendment for Sherwood Park.

**A motion was made by Councilmember John Jun, seconded by Councilmember Don Carroll, that Consent Agenda Items A-E be approved. The motion passed by an unanimous vote.**

- E.** Consider approval of an Ordinance adding to the Code of Ordinances Section 8-1-5 "Temporary Speed Zone In Construction Or Work Zones" to add the temporary maximum speed during construction; establish a penalty for a violation; and providing an effective date; and authorizing the Mayor to sign.

**A motion was made by Councilmember John Jun, seconded by Councilmember Don Carroll, that Consent Agenda Items A-E be approved. The motion passed by an unanimous vote.**

Enactment No: OR 2022-1570

#### **End of Consent Agenda**

- 8.** Presentation of annual Audit Results.

**Mr. John DeBurro provided a brief overview of the audit results. The presentation was completed during Work Session.**

- 9.** PUBLIC HEARING:  
Consider approval of an Ordinance of the City of Coppell, Texas, readopting, ratifying, republishing and extending the Chapter 9 of the Code of Ordinances, Article 9-17, "Curfew Hours for Minors," for a period of three (3) years; and authorizing the Mayor to sign.

**Danny Barton, Chief of Police, made a presentation to the City Council.**

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

**A motion was made by Councilmember Don Carroll, seconded by Councilmember Kevin Nevels, to close the Public Hearing and approve this Agenda Item. The motion passed by an unanimous vote.**

Enactment No: OR 2022-1571

- 10.** Presentation and discussion of proposed changes to the Short-Term Rental Ordinance.

**Mindi Hurley, Director of Community Development, presented the proposed changes to the Short-Term Rental Ordinance.**

11. Consider approval of an Ordinance repealing Chapter 1, Article 1-13 "Code of Conduct" in its entirety; and authorizing the Mayor to sign.

A motion was made by Councilmember Kevin Nevels, seconded by Councilmember Mark Hill, that this Agenda Item be approved. The motion passed by an unanimous vote.

Enactment No: OR 2022-1572

12. **City Manager Reports - Project Updates and Future Agendas**

**Belt Line:** Our contractor is still planning on switching traffic to the northbound lanes next week. The contractor plans to stripe the new lanes on Monday, with work beginning Tuesday (weather permitting). They will limit traffic to one lane in each direction on the inside lanes while they complete the striping work. Once traffic is switched to the northbound lanes this will be the configuration for the duration of phase 1, at which point traffic will be switched to the new southbound lanes for phase 2. We are encouraging anyone that does not need to use Belt Line to choose an alternate route (SH 121, PGBT, Freeport, MacArthur, Royal).

**Wagon Wheel Tank Rehab:** our contractor began sand blasting the interior of the tank this past Saturday.

We have received an update that the back up generator will ship in December.

**PIER Phase IV (UB and CSS Software Implementation)** Bills have been generated in the old billing software and the new billing software as well as a third method outside the system. All three systems have been reconciled and the bills posted in the Munis system. Customers who have signed up for the CSS portal can see the amount of their bill. However, we are receiving an error message when trying to email bills to these customers. Staff and Tyler are working to resolve the error. Once that has been resolved, the billing file will be sent to InfoSend for printing and mailing as we do not want to send bills out to some customers and not others. Please remember, no penalties or disconnection of service will occur during February and March. To date 2,015 customers have signed up for the CSS portal as of today. Since every customer who signs up for the CSS portal needs their customer ID and account number, the cross department Coppell Implementation Team has answered 2,015 calls or emails since go live on February 7. The Kiosk/Munis interface is working. We had 481 customers use the kiosk in January. We will continue to monitor kiosk use.

**Fun facts:** the kiosk tracks how long it takes someone to process a payment. The record for quickest time is 40 seconds and the longest time is 7 minutes 27 seconds.

13. **Mayor and Council Reports**

Report by the Mayor and City Council on recent and upcoming events.

Town Center is a polling location for the Republican and Democratic party primary election. Early Voting continues until Friday, February 25th from 7 a.m. - 7 p.m. Election Day is Tuesday, March 1st from 7 a.m. - 7 p.m.

**14. Council Committee Reports concerning items of community involvement with no Council action or deliberation permitted.**

- A. Report on Dallas Regional Mobility Coalition - Councilmember Don Carroll
- B. Report on Woven Health Clinic - Councilmember Mark Hill
- C. Report on Metrocrest Services - Councilmember Biju Mathew
- D. Report on Coppell Seniors - Councilmember Jun
- E. Report on Historical Society - Councilmember Long

Councilmember Don Carroll proceeded to report on Dallas Regional Mobility Coalition: The focus is on the Infrastructure Bill. There is a continuous reminder to have projects ready to go as funding becomes available, and projects don't lose their place in line. Federal and state legislation often looks to use multi-modal approach to infrastructure which include: Neighborhood, Regional, and International make-up levels. This approach will be crucial as metroplex grows from the current 8 million to 11.5 people in 2045 (approximately 1 million people every 8 years). The next 10 projects in the state have a costs of \$9.6 billion, \$7.1 billion of which is not yet funded.

Councilmember Mark Hill proceeded to report on Woven Health Clinic: The clinic continuous to be fiscally responsible to provide the necessary services and appreciates the City's funding. In 2021, 6 vaccine clinics were operable, the clinic continues to provide COVID tests and kits. The clinic is now reopening health and wellness on-site classes and events to the public. They were recently recognized by the America Heart Association for their excellent service of hypertension treatment.

Councilmember Biju Mathew proceeded to report on Metrocrest Services: Statistics of the services rendered to residents includes 375 residents received access to the food pantry, 98 meals served to seniors, 115 used workforce services, 78 received housing assistance. Demolition for a new building in the City of Carrollton was completed in February. New construction will begin in March and the expected completion is in April of 2023.

Councilmember John Jun proceeded to report on Coppell Seniors: Meetings occur on the last Wednesday of the month ant 11:30 a.m. In the last meeting Councilmember Mathew was present and provided input and answered questions. There were 25-30 seniors present and during the meeting a number of topics were covered such as: water and sewer rates, FOARD Board's research, senior activities and socials.

Councilmember Cliff Long proceeded to report on the Historical Society: The last meeting was held in February and a historical listing of postmasters was provided. Former Postmaster Virginia Greer, provided a presentation and discussion of ongoing projects or activities included: Monthly craft classes making items used by people living in the early and mid 20th century. A virtual tour of heritage park and its structures adding a social media component to the live facility tours. The park is now open every Saturday for visitors expanding the openings from the former one Saturday a month. A gift shop is being planned for the Minyards store. Initial items for sale will be handmade local and vintage items. Additional merchandise will be added over time.

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

A memorial service for Caitlin Rogers will be held Friday, February 25th at 5 p.m. the Coppell Arts Center.

16. **Necessary Action from Executive Session**

The City Council did not convene into Executive Session. No action taken.

17. **Adjournment**

There being no further business before the City Council, the meeting was adjourned at 8:56 p.m.

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Wes Mays, Mayor

ATTEST:

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Sara Egan, Deputy City Secretary