



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Minutes

### City Council

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Tuesday, March 24, 2020

5:30 PM

Council Chambers

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**KAREN HUNT**  
Mayor

**MARK HILL**  
Mayor Pro Tem

**CLIFF LONG**  
Place 1

**GARY RODEN**  
Place 4

**BRIANNA HINOJOSA-SMITH**  
Place 2

**NANCY YINGLING**  
Place 5

**WES MAYS**  
Place 3

**BIJU MATHEW**  
Place 6

**MIKE LAND**  
City Manager

**Present** 8 - Karen Hunt;Cliff Long;Brianna Hinojosa-Smith;Wes Mays;Gary Roden;Nancy Yingling;Biju Mathew and Mark Hill

Also present were City Manager Mike Land, Deputy City Managers Traci Leach and Vicki Chiavetta, City Secretary Christel Pettinos, and City Attorney Robert Hager.

The City Council of the City of Coppel met in Regular Session on Tuesday, March 24, 2020 at 5:30 p.m. in the City Council Chambers of Town Center, 255 Parkway Boulevard, Coppel, Texas.

**1. Call to Order**

As a result of recent Declarations of Emergency made by Dallas County and the City of Coppel in regards to the current pandemic, Governor Abbott has permitted for governing bodies to meet remotely and to conduct open meetings virtually.

Mayor Karen Hunt called the meeting to order, determined that a quorum was present and convened into the Executive Session at 5:31 p.m.

**2. Executive Session (Closed to the Public) 1st Floor Conference Room**

**Section 551.087, Texas Government Code - Economic Development Negotiations.**

**A. Discussion regarding economic development prospects south of Sandy**

Lake Road and west of Denton Tap Road.

**Discussed under Executive Session**

- B.** Discussion regarding economic development prospects north of Hackberry Road and east of South Belt Line Road.

**Discussed under Executive Session**

**3. Work Session (Open to the Public) Council Chambers**

Mayor Karen Hunt adjourned the Executive Session at 5:49 p.m. and convened into the Work Session at 5:56 p.m. in the Council Chambers.

- A. Discussion regarding agenda items.
- B. Recommendation from Park Board regarding dogs in parks.
- C. Discussion regarding North Texas Emergency Communication Center radios.
- D. Update on the DART Silver Line Rail.

**Presented in Work Session**

**Regular Session**

Mayor Karen Hunt adjourned the Work Session at 7:14 p.m. and reconvened into the Regular Session at 7:30 p.m.

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

Reverend Rick Williamson with First United Methodist Church gave the Invocation.

**5. Pledge of Allegiance**

Mayor Karen Hunt and the City Council led those present in the Pledge of Allegiance.

**6. Citizens' Appearance**

Since Coppell Town Center was closed to the public, as provided for by Dallas County's Shelter in Place Declaration, comments and questions for Citizens' Appearance and the Public Hearing were received via email and online forms prior to the meeting.

Mayor Hunt read the following comments into the record:

1) Todd Storch, 739 Hammond, thanked the City Council for the work being done to keep the citizens of Coppell safe during the COVID epidemic.

2) Jeff Varnell, 1601 E. Sandy Lake Rd., was opposed to any increase to impact fees and believes the City should slash expenses and layoff personnel to make ends meet. Mr. Varnell also expressed his opposition to the naming of the Irving Rambler as the Newspaper of Record. He believed it should be the

**Coppell Gazette.**

3) Mike Ridgley, 890 Misty Harbor Ct., wished to have the No Parking Ordinance that is on the agenda this evening to be tabled. The original request was to include the east side of Cove Ct. and that is not included in this ordinance. Mr. Ridgley would like for Council to table the item to allow for further conversations between the neighbors and the City.

**7. Consent Agenda****A.** Consider approval of Minutes: February 25, 2020.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

**B.** Consider approval of an Ordinance amending Article 8-3, Parking, Section 8-3-1(A) of the Code of Ordinances by adding a subsection to make it unlawful to stop, stand, or park a vehicle at all times at various locations; on portions of Cove Drive, Heath Lane, McNear Drive and Sugarberry Drive; and authorizing the Mayor to sign.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

Enactment No: OR 2020-1531

**C.** Consider approval of awarding Bid #Q-0120-01 Street Light Poles and LED Fixtures in two parts: Part A to JB Electric Lighting and Design; in the amount of \$2,309.00 for each Roadway Illumination Pole; and Part B to Dynamic Vision Co., Inc. for each LED Fixture; in the amount of \$248.00; for use on an as-needed basis for City projects; for a six-month period ending September 30, 2020; with an option to renew for four additional one-year periods; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

**D.** Consider approval of an Economic Development Agreement by and between the City of Coppell and Main Street Coppell Property Owners Association, Inc.; and authorizing the Mayor to sign.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

**E.** Consider award of Contract No. VE11-18 with Houston Galveston Area Council; in the amount of \$582,132.00; as budgeted in the Capital Replacement Fund; for the purchase of 14 replacement vehicles from

Caldwell Country Ford for the Coppell Police Department; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

- F.** Consider approval of an Addendum to the Consolidated Public Safety Communications and Dispatch Operations Agreement transferring ownership to North Texas Emergency Communication Center (NTECC) of shared components of the Harris radio system and all associated agreements; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

- G.** Consider approval to extend the existing contract for audit services with Weaver for an additional two year period in the amount of \$64,500.00 for 2020 and \$66,750.00 for 2021, plus an additional \$4,500.00 for 2020 and \$4,600.00 for 2021, if required for Single Audit costs; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Brianna Hinojosa-Smith, seconded by Councilmember Gary Roden, that this Consent Agenda Items A-G be approved. The motion passed by an unanimous vote.**

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

- 8.** PUBLIC HEARING:  
Consider approval of an Ordinance amending the Code of Ordinances Chapter 9 "General Regulations", Article 9-11 "Municipal Drainage Utility Systems", Section 9-22-1 through 9-22-7, repealing it in its entirety and replacing with a new Article 9-22, "Municipal Drainage Utility Systems"; and authorizing the Mayor to sign.

**Presentation: Kent Collins, Director of Public Works, gave a brief presentation and introduced Dan Jackson, VP of Wildan Financial Services. Mr. Jackson made a presentation to the City Council.**

**As a result of the recent declaration orders made by Dallas County and the City of Coppell, the meeting was closed to the public in efforts to maintain social distancing. Alternative methods for receiving citizen input were available on the web via email and online form submission to submit comments for the Public Hearing.**

**Mayor Hunt opened the Public Hearing and read into the record a comment received online via the email portal. Mr. Jeff Varnell, 1601 E. Sandy Lake Rd., stated his opposition to any increases in fees, including any storm water runoff increases. He believes the City should slash their expenses and layoff personnel to make ends meet.**

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Biju Mathew, to close the Public Hearing and approve this item. The motion passed by an unanimous vote.**

Enactment No: OR 2020-1529

- 9.** Consider approval of funding Bid #Q-1220-01 with Ed Bell Construction, in the amount of \$1,198,488.00, for the installation of the MacArthur Boulevard Trail.

**Presentation: John Elias, Park Project Manager, gave a presentation to the City Council.**

**A motion was made by Councilmember Nancy Yingling, seconded by Mayor Pro Tem Mark Hill, that this Agenda Item be approved. The motion passed by an unanimous vote.**

- 10.** Consider approval of a Resolution to postpone the General Municipal Election from May 2, 2020 to November 3, 2020; to provide for Early Voting dates and runoff period as provided by state law; and authorizing the Mayor to sign.

Considerar la aprobación de una Resolución para posponer las Elecciones Municipales del 2 de mayo del 2020 hasta el 3 de noviembre del 2020; para proporcionar fechas de votación anticipada y periodo para desempate según lo que disponga la ley estatal; y autorizando al alcalde a firmar

**Presentation: Christel Pettinos, City Secretary, made a presentation to the City Council. The recommendation made to the Council was to cancel the election for Council Places 1 and 7 and to postpone the election for Council Places 3 and 5 until the November 3, 2020 election with a provision allowing for the Governor or a Court Order to issue an alternative date prior to November.**

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that this Agenda Item be approved. The motion passed by an unanimous vote.**

Enactment No: RE 2020-0324.1

- 11.** Consider approval of an Ordinance by amending the Code of Ordinances to add Article 1-17 "Official Newspaper", to designate the Irving Rambler as the paper of record for the City of Coppell; providing an effective date; and authorizing the Mayor to sign.

**Presentation: Christel Pettinos, City Secretary, made a presentation to the City Council.**

**A motion was made by Councilmember Wes Mays, seconded by Councilmember Biju Mathew, that this Agenda Item be approved. The motion passed by an unanimous vote.**

Enactment No: OR 2020-1530

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

Report by the City Manager on Texas Administrative Code Rule 3.334, concerning local sales and use taxes.

City Manager Mike Land provided a project update: Freeport Parkway continues moving forward; Parkway Boulevard has completed the paving portion; the Art Center construction continues to progress, but at a slower pace; Rolling Oaks Memorial Center, the Coppell High School Connector and the Bike Lane Projects all continue moving forward, but have been impacted by the recent weather. Panel replacement along Denton Tap will begin soon and will hopefully be less impactful since traffic is currently light.

Regarding Rule 3.334, Mr. Land reported April 3rd is the deadline for submission of comments. If the rule is published as is, it will become effective October 1. The request is to withdraw the rule because of timing and additional uncertainty, however, the extension has worked to the City's advantage. In the meantime, the City is actively making changes to operations, hiring and considering all possible reductions.

Report by the City Manager regarding COVID-19 virus.

City Manager Mike Land reported on the most recent implications surrounding the COVID-19 pandemic. With changes occurring hour by hour, the City Council has issued an order to put measures in place through April 28 with the provision to be rescinded at any time. Dallas County has issued its respective order through April 3, but will reconvene if the measures need to be extended. The City will continue to watch and meet accordingly while providing necessary services. The City is working with the businesses, both small and large, to promote, relax some of the enforcements and do its best to get the word out to residents. The Special Called Work Session originally scheduled for March 31 has been postponed. The Council Meeting scheduled for April 14 will continue in a similar, hybrid virtual context with the meetings being closed to the public until the measures have been lifted.

**13. Mayor and Council Reports**

Report by the City Council on recent and upcoming events.

Mayor Karen Hunt reported that all events have been canceled. Stay tuned, stay home, stay safe and be nice.

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

A. Report on North Central Texas Council of Governments - Councilmember Wes Mays

B. Report on North Texas Commission - Councilmember Nancy Yingling

C. Report on Coppell Historical Society - Councilmember Cliff Long

A. Councilmember Wes Mays reported that North Central Texas Council of Governments has temporarily shut down and their meetings have been

canceled.

B. Councilmember Nancy Yingling announced that Leadership North Texas and Leadership North Texas University have been rescheduled for March and April. The To the Point Luncheon has been rescheduled to a Zoom meeting on April 13 at 10:30 a.m. Finally, North Texas Commission has a COVID-19 portal for all nonprofits, governments and businesses.

C. Councilmember Cliff Long had nothing to report as March meetings have been canceled.

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

City Manager Mike Land announced that Metrocrest Social Services has many needs right now. For those who have the ability to donate, they are seeking monetary donations and will purchase food from the North Texas Food Bank to fill the pantry.

**16. Necessary Action from Executive Session**

Nothing to report.

**17. Adjournment**

There being no further business before the City Council, the meeting was adjourned at 9:51 p.m.

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Karen Selbo Hunt, Mayor

**CERTIFICATE**

I certify that the above Notice of Meeting was posted on the bulletin board at the City Hall of the City of Coppell, Texas on this 20th day of March, 2020, at \_\_\_\_\_.

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Ashley Owens, Deputy City Secretary