



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Meeting Agenda

### City Council

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Tuesday, January 12, 2021

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

**JOHN JUN**  
Place 5

**WES MAYS**  
Place 3

**BIJU MATHEW**  
Place 6

**MIKE LAND**  
City Manager

As authorized by Section 418.016(e) of the Texas Government Code, on March 16, 2020, Governor Greg Abbott suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location.

The following requirements have been suspended by the governor:

1. A quorum of the city council need not be present at one physical location. Id. § 551.127(b).
2. In light of (1), above, the meeting notice need not specify where the quorum of the city council will be physically present and the intent to have a quorum present. Id. § 551.127(e).
3. In light of (1) above, the meeting held by videoconference call is not required to be open to the public at a location where council is present. Id. § 551.127(f).
4. The audio and video are not required to meet minimum standards established by Texas Department of Information Resources (DIR) rules, the video doesn't have to be sufficient that a member of the public can observe the demeanor of the participants, the members faces don't have to be clearly visible at all times, and the meeting can continue even if a connection is lost, so long as a quorum is still present. Id. § 551.127(a-3); (h); (i); (j).

Notice is hereby given that the City Council of the City of Coppell, Texas will meet in Regular Called Session at 5:30 p.m. for Executive Session, Work Session will follow immediately thereafter, and Regular Session will begin at 7:30 p.m., to be held at Town Center, 255 E. Parkway Boulevard, Coppell, Texas.

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

As authorized by Section 551.127, of the Texas Government Code, one or more Councilmembers or employees may attend this meeting remotely using videoconferencing technology.

The City of Coppell reserves the right to reconvene, recess or realign the Work Session or called Executive Session or order of business at any time prior to adjournment.

The purpose of the meeting is to consider the following items:

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

**Section 551.071, Texas Government Code - Consultation with City Attorney.**

- A. Seek Legal Advice from City Attorney regarding Texas Administrative Code Rule 3.334, concerning local sales and use taxes.

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

- B. Discussion regarding an economic development prospect west of Freeport Parkway and south of Gateway Boulevard.
- C. Discussion regarding an economic development prospect north of Sandy Lake Road and west of Denton Tap Road.

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

- A. Discussion regarding agenda items.
- B. Discussion regarding Mayor Pro Tem.
- C. Discussion and update regarding an asset management system.
- D. Short Term Rental Ordinance Update.
- E. Discussion regarding moving forward with the Moore Road Park Elevated Trail Section.

**Attachments:** [Enterprise Asset Management Memo.pdf](#)

[STR Memo.pdf](#)

[DRAFT STR Ordinance.pdf](#)

[Moore Road Park Elevated Trail Section Memo.pdf](#)

**Regular Session**

4.       **Invocation**       7:30 p.m.
5.       **Pledge of Allegiance**
6.                   Consider approval of accepting the resignation of John Jun from Board of Adjustment.  
                  Attachments: [Resignation - Jun.pdf](#)
7.                   Swearing in of Council Place 5.
8.       **Citizens' Appearance**

**Proclamations**

9.                   Consider approval of a Proclamation naming January 12, 2021, as "Kenny Marchant Day," and authorizing the Mayor to sign.

**10.       Consent Agenda**

- A.                   Consider approval of the minutes: December 8, 2020 and December 15, 2020.  
                  Attachments: [CM 2020-12-08.pdf](#)  
                                  [CM 2020-12-15 \(canvass\).pdf](#)
- B.                   Consider approval of an Ordinance for PD-304-H, Nixon Pence Residential, a zoning change request from H (Historic) to PD-304-H (Planned Development-304 - Historic), to allow for two residential units on 0.442 acres of land located on the west side of S. Coppell Road, approximately 175 feet south of W. Bethel Road; and authorizing the Mayor to sign.  
                  Attachments: [City Council Memo - Ordinance.pdf](#)  
                                  [Ordinance.pdf](#)  
                                  [Exhibit A - Legal Description.pdf](#)  
                                  [Exhibit B - Site Plan.pdf](#)  
                                  [Exhibit C - Landscape Plan.pdf](#)  
                                  [Exhibit D - Tree Survey.pdf](#)  
                                  [Exhibit E - Elevations.pdf](#)  
                                  [Exhibit F - Private Mutual Access Easement Agreement - Driveway.pdf](#)  
                                  [Exhibit G - Private Drainage, Utility, and Maintenance Easement Agreement.pdf](#)
- C.                   Consider approval to enter into a License Agreement with the Village at Cottonwood Creek 5 Homeowners Association; to allow construction of approximately 25-foot brick screening wall in the public Right-of-Way; and

authorizing the City Manager to sign any necessary documents.

**Attachments:** [License Agreement with Village at CC 5 Memo.pdf](#)  
[Exhibit A.pdf](#)  
[License Agreement with Village at Cottonwood Creek 5 HOA.pdf](#)  
[License Agreement Exhibit A.pdf](#)  
[License Agreement Exhibit B.pdf](#)

- D. Consider approval to enter into a contract with Joel Brown and Co., for the construction of site improvements to the Southwestern Water Tower; in the amount of \$216,519.75; as provided for in the Utility Fund balance; and authorizing the City Manager to sign any necessary documents.

**Attachments:** [Southwestern Water Tower Memo.pdf](#)  
[Southwestern Water Tower Exhibit Map.pdf](#)  
[Section 1b - Bid Tab Report.pdf](#)  
[Recommendation to Award JB and Co.pdf](#)  
[Bid Documents - J.B. & Co., Inc.pdf](#)

- E. Consider approval of awarding a contract for the annual purchase of water and wastewater parts; with Core and Main; in the amount of \$75,000.00; as budgeted in the Water/Sewer Operations Fund; and authorizing the City Manager to sign any necessary documents.

**Attachments:** [Water Wastewater Parts Bid Memo.pdf](#)  
[Water Wastewater Bid Tab Excel.pdf](#)

- F. Consider approval to purchase Fire Department medical supplies from Bound Tree Medical, LLC. through an Interlocal Agreement with the City of Midlothian, for a not-to-exceed amount of \$97,500.00, or as budgeted annually, and authorizing the City Manager to sign any necessary documents.

**Attachments:** [Staff Memo.pdf](#)  
[ILA City of Coppell-Midlothian.pdf](#)  
[2020-28 Price List of Items for BT & LA.pdf](#)  
[Bound Tree Bid Submittal to Midlothian.pdf](#)  
[Life-Assist Bid Submittal.pdf](#)  
[City of Midlothian Agenda Item.pdf](#)

- G. Consider approval of a new agreement to extend the term of the Coppell CARES Program Agreement between the City of Coppell and Metrocrest Services to December 31, 2021; and authorizing the Mayor to sign.

**Attachments:** [Metrocrest CARES Act Agreement Memo.pdf](#)  
[Metrocrest CARES Agreement 2021.pdf](#)

**End of Consent Agenda**

11. PUBLIC HEARING:  
Consider approval of PD-250R21R-H, Old Town Addition, Lot 1R2, Block C, zoning change request from PD-250R21-H (Planned Development-250-Revision 21-Historic) to PD-250R21R-H (Planned Development-250-Revision 21-Revised-Historic) to allow the coffee shop/retail to remain on the 1st floor and to convert one of the residential units (Apt. 202) into an office space on the 2nd floor; on 0.24 acres of property located at 462 Houston St., at the request of Christian Hemberger, the property owner.
- Attachments:** [City Council Memo.pdf](#)  
[Staff Report.pdf](#)  
[POA Approval.pdf](#)  
[Parking Analysis.pdf](#)  
[Conceptual 2nd Floor Plan.pdf](#)
12. PUBLIC HEARING:  
Consider approval of PD-157R8-C, Valley Ranch Plaza, a zoning change request from PD-157R7-C (Planned Development-157- Revision 7-Commercial) to PD-157R8-C (Planned Development-157- Revision 8-Commercial), to allow for the subdivision of the property into three lots for the sale of the different lots/businesses on approximately 4.6 acres of property located at the southwest corner of East Belt Line Road and South MacArthur Blvd, at the request of BLMA, Ltd and Phase II BLMA, Ltd.
- Attachments:** [City Council Memo.pdf](#)  
[PZ Staff Report.pdf](#)  
[Site Plan.pdf](#)  
[Landscape Plans.pdf](#)  
[Building Elevations.pdf](#)
13. PUBLIC HEARING:  
Consider approval of PD-260R3-R, Trinity River Kayak, zoning change request from PD-260R2-R (Planned Development-260-Revision 2-Retail) to PD-260R3-R (Planned Development-260-Revision 3-Retail) to amend the site plan to allow for the demolition of an existing storage building and construction of a new structure containing a garage, enclosed storage area and covered pavilion area; on 1.49 acres of property located 1601 E. Sandy Lake Road, at the request of Aaron Duncan on behalf of Jeff Varnell, Varnell Holdings, LLC.
- Attachments:** [City Council Memo.pdf](#)  
[PZ Staff Report.pdf](#)  
[Site Plan.pdf](#)  
[Landscape Plan.pdf](#)  
[Building Elevations.pdf](#)

14. Consider approval of awarding Bid # Q-1121-02 Denton Tap Intersection Improvements to Rebcon, Inc.; for the construction of auxiliary lanes at four intersections of Denton Tap Road; in the amount of \$2,777,148.70; funding provided by Bond proceeds and Roadway Impact Fees; and authorizing the City Manager to sign any necessary documents.

**Attachments:** [Denton Tap Intersection Improvements Memo.pdf](#)

[Attachment A Location Exhibit.pdf](#)

[Attachment B Bid Tab - Consultant Recommendation.pdf](#)

[Attachment B Rebcon Bid Documents.pdf](#)

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

16. **Mayor and Council Reports**

Report by the City Council on recent and upcoming events.

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

18. **Necessary Action from Executive Session**

19. **Adjournment**

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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 8th day of January, 2021, at \_\_\_\_\_.

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Ashley Owens, City Secretary

**PUBLIC NOTICE - STATEMENT FOR ADA COMPLIANCE AND OPEN CARRY LEGISLATION**

The City of Coppell acknowledges its responsibility to comply with the Americans With Disabilities Act of 1990. Thus, in order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to the City of Coppell sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services seventy-two (72) hours – three (3) business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact Kori Allen, ADA Coordinator, or other designated official at (972) 462-0022, or (TDD 1-800-RELAY, TX 1-800-735-2989).

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.