



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Minutes

### City Council

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Tuesday, September 10, 2019

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 Manager Traci Leach, Deputy City Secretary Ashley Owens, and City Attorney Robert Hager.

The City Council of the City of Coppel met in Regular Session on Tuesday, September 10, 2019 at 5:30 p.m. in the City Council Chambers of Town Center, 255 Parkway Boulevard, Coppel, Texas.

**1. Call to Order**

Mayor Hunt called the meeting to order, determined that a quorum was present and convened into the Work Session at 5:40 p.m.

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

- A. Discussion regarding agenda items.
- B. Discussion regarding the draft of the FY 2020 Work Plan.
- C. Discussion regarding improvements related to the DART Silver Line.
- D. Continued discussion on Vision 2040 objectives.

**Presented in Work Session**

**Regular Session**

Mayor Hunt adjourned the Work Session at 7:18 p.m. and reconvened into the Regular Session at 7:30 p.m.

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

Reverend Tom Palmer, First United Methodist Church, gave the Invocation.

**4. Pledge of Allegiance**

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

**5. Citizens' Appearance**

Mayor Hunt asked for those who signed up to speak:

- 1) Todd Storch, 739 Hammond, spoke in favor of the proposed tax rate.
- 2) Thomas Burrows, 138 Wynnpage, spoke in regards to backflow preventers.
- 3) Joe Shirley, 582 Villawood, spoke in regards to Consent Agenda Item D.

**Presentations**

**6.** Consider approval of a Proclamation naming September 22, 2019, as "First United Methodist Church Day"; and authorizing the Mayor to sign.

Mayor Hunt read the Proclamation into the record and presented the same to Reverend Tom Palmer, First United Methodist Church. A motion was made by Councilmember Wes Mays, seconded by Councilmember Brianna Hinojosa-Smith, that this Agenda Item be approved. The motion passed by an unanimous vote.

**7. Consent Agenda**

**A.** Consider approval of the minutes: August 27 and September 3, 2019.

A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.

**B.** Consider approval of purchasing a replacement CCTV Camera and associated software for the Ques Van; from CLS Equipment Company through BuyBoard contract #593-19; in the total amount of \$115,254.90; as budgeted in FY 18-19 Water/Sewer General Fund; and authorizing the City Manager to sign any necessary documents.

A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.

- C. Consider approval of a National Intergovernmental Purchasing Alliance Proposal #NIPA R150501-TX-19687; for HVAC renovations to Fire Station 2; located at 366 MacArthur Boulevard; as budgeted in FY 18-19, in the amount of \$183,275.00; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- D. Consider award of The Interlocal Purchasing System (TIPS) contract # 181101 to Custard Construction Services, in the amount of \$168,002.27, as budgeted in FY 18-19 Infrastructure Maintenance Fund - Facilities Division and available in Parks and Recreation Building Improvements Funds, for the demolition and replacement of The CORE Service Desk and the lobby flooring; and authorizing the City Manager to sign.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- E. Consider approval of an amendment to the Performance Contracting Agreement with Siemens Industry, Inc., to correct the meter sizes listed in the original scope of work in the amount of \$125,011.27; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- F. Consider approval of a contract addendum for the renewal for third-party claims administration services with UMR, Inc.; in the amount of \$212,398.00, as budgeted in FY 19-20; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- G. Consider approval of the renewal contract with Tru Services for stop loss insurance in the amount of \$415,803.60, as budgeted in FY 19-20; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- H. Consider approval of a renewal policy for fully insured organ transplant coverage with Tokio Marine HCC; in the amount of \$60,417.00, as budgeted in FY 19-20; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- I.** Consider approval of RFP #167 for Life, Accidental Death and Dismemberment (AD&D), Short Term Disability and Long Term Disability coverage with Mutual of Omaha; in the amount of \$171,968.04, as budgeted in FY 19-20; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- J.** Consider approval of the renewal contract with Holmes Murphy & Associates for employee benefits consulting, wellness services and other related benefit programs; in the amount of \$105,000.00, as budgeted in FY 19-20; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

- K.** Consider approval of an Ordinance for PD-300-LI, Fire Station #4, a zoning change request from LI (Light Industrial) and PD-194R4R-LI (Planned Development-194-Revision 4 Revised-Light Industrial) to PD-300-LI (Planned Development-300- Light Industrial) to allow a 19,275 square foot Fire Station and a Resource Center on approximately 4.33 acres of property located on the south side of Northpoint Drive, approximately 700 feet east of Royal Lane, at the request of the City of Coppell; and authorizing the Mayor to sign.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

Enactment No: OR 91500-A-747

- L.** Consider approval of renovations of the dormitory area at Fire Station #2 by Custard Construction Services, LLC, TIPS Contact #181101, in the amount of \$127,532.24, as budgeted in FY18-19; and authorizing the City Manager to sign any necessary documents.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that Consent Agenda Items A-L be approved. The motion passed by an unanimous vote.**

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

- 8.** Consider approval of an Ordinance approving and adopting the budget

for the City of Coppell, Texas for the Fiscal Year of October 1, 2019, through September 30, 2020; and authorizing the Mayor to sign.

**Presentation:** Jennifer Miller, Director of Finance, made a presentation to the City Council.

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

Enactment No: OR 2019-1520

- 9.** Consider ratification of the vote on the FY 2019-20 annual budget which results in more revenues from ad valorem taxes than the previous year.

**Presentation:** Jennifer Miller, Director of Finance, made a presentation to the City Council.

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

- 10.** Consider approval of an Ordinance of the City of Coppell, Texas levying the ad valorem taxes for the year 2019 at \$.58400 on each One Hundred Dollars (\$100) assessed value of taxable property; on which \$.477702 is for operations and maintenance and \$.106298 is for interest and sinking; and authorizing the Mayor to sign.

**Presentation:** Jennifer Miller, Director of Finance, made a presentation to the City Council.

**A motion was made by Councilmember Nancy Yingling, seconded by Councilmember Cliff Long, that the property tax rate be increased by the adoption of a tax rate of \$.58400 which is effectively a 7.86% increase in the tax rate.**

The motion carried (5-2) by the following vote:

**Aye: 5 - Councilmember Cliff Long, Councilmember Brianna Hinojosa-Smith, Councilmember Wes Mays, Councilmember Gary Roden, and Councilmember Nancy Yingling**

**Nay: 2 - Mayor Pro Tem Mark Hill and Councilmember Biju Mathew**

Enactment No: OR 2019-1521

- 11.** Consider approval of a Resolution amending Resolution No. 010996.3 as amended, amending the Master Fee Schedule for Coppell City Code Fees (Building), Fire Prevention Fees, Emergency Ambulance Fees, and Recreational Fees; and authorizing the Mayor to sign.

**Presentation:** Jennifer Miller, Director of Finance, made a presentation to the City Council.

**A motion was made by Councilmember Gary Roden, seconded by Mayor Pro**

**Tem Mark Hill, that this Agenda Item be approved. The motion passed by an unanimous vote.**

Enactment No: RE 2019-0910.1

- 12.** Consider approval of awarding a master service agreement for the data processing, printing, and mailing services of document types included but not limited to bills, postcards, and letters to InfoSend, Inc. for an approximate annual cost and future annual recurring costs of \$77,000.00 annually; and authorizing the City Manager to sign.

**Presentation: Kim Tiehen, Assistant Director of Finance, made a presentation to the City Council.**

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

- 13.** Consider approval of an Ordinance for PD-260R2-R, Trinity River Kayak, zoning change request from PD-260R-R (Planned Development-260-Revised-Retail) to PD-260R2-R (Planned Development-260-Revision 2-Retail) to amend the site plan to allow for a canopy and storage building, an accessory structure, and to use the existing building as a live/work residence; by allowing variances to the Zoning Ordinance including: allowable use and encroachment into the required setback on 1.49 acres of property located 1601 E. Sandy Lake Road; and authorizing the Mayor to sign.

**Presentation: Matt Steer, Development Services Coordinator, made a presentation to the City Council.**

**Aaron Duncan, 2001 Lamar, Dallas, TX, was present to address questions and concerns from City Council.**

**Mayor Hunt opened the Public Hearing. The following people spoke:**

- 1) Forest James, 115 Trinity Court, spoke against the proposed zoning change.**
- 2) Don Cameron, 108 Trinity Court, spoke against the proposed zoning change.**
- 3) Dick Cook, 128 Trinity Court, spoke against the proposed zoning change.**

**A motion was made by Councilmember Gary Roden, seconded by Councilmember Cliff Long, to close the Public Hearing. The motion passed by an unanimous vote.**

**A motion was made by Mayor Pro Tem Mark Hill, seconded by Councilmember Biju Mathew, to approve this Agenda Item subject to the following conditions:**

- 1. The live/work use in the main structure provided that:**
  - a. Fire sprinklers are installed.**
  - b. The building code requirements for both the commercial and residential components and space allocation (50% residential & 50% commercial) are adhered to.**
- 2. Remove the front yard canopy and storage building. Relocate the personal**

assets stored in the front yard parking lot.

3. Remove the shipping container and replace with an accessory structure less than 150 square feet setback from rear property line by a minimum of three feet.

4. If the front yard canopy and storage building is approved, then:

a. A building permit is required.

b. A letter is required from a registered professional engineer attesting to the installation of the structure meeting the intent of the engineered plan.

The motion passed by an unanimous vote.

Enactment No: OR 91500-A-748

**14.**

Consider approval of an Ordinance for PD-240R6R-HC, Hat Creek Burger Company, a zoning change request from PD-240R6-HC (Planned Development-240-Revision 6-Highway Commercial) to PD-240R6R-HC (Planned Development-240-Revision 6-Revised-Highway Commercial) to allow a restaurant (approx. 1900-sf) with a drive-through, patio (approx. 1100-sf) and play area to be constructed on approximately 0.81 acres, at the northwest quadrant of SH 121 and Denton Tap Road, further identified as Lot 4, Block A, of the North Gateway Plaza Addition; and authorizing the Mayor to sign.

**Presentation:** Mary Paron-Boswell, Senior Planner, made a presentation to the City Council.

Matt Moore, Claymoore Engineering, 1903 Central Drive, Suite 406, Bedford, TX, was present to address questions and concerns from City Council.

Mayor Hunt opened the Public Hearing and advised that no one signed up to speak.

A motion was made by Councilmember Wes Mays, seconded by Councilmember Brianna Hinojosa-Smith, to close the Public Hearing and approve this Agenda Item subject to the following conditions:

1. Additional comments will be generated at the time of Detail Engineering review.
2. Approval of the variance to the signage request for 74 square feet.
3. All signs must meet sign ordinance requirements relating to material and lighting.
4. Revise the elevation sheets to accurately reflect the signage.

The motion passed by an unanimous vote.

Enactment No: OR 91500-A-749

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

City Manager Mike Land reported on the following project updates: Freeport Parkway and Parkway Boulevard will switchover the lanes in the coming weeks. The Finance Department will give an update on the Advanced Water Meter Project at the next Council meeting. The Grapevine Springs Creek study was complete.

**16. Mayor and Council Reports**

Report by the City Council on recent and upcoming events.

A. Please join the City of Coppell on the steps of Coppell Town Center, 255 Parkway Blvd., at 8:30 a.m. on Wednesday, September 11 for the annual Patriot Day ceremony honoring those injured or killed during the September 11, 2001 terrorist attacks. The observance will feature the Coppell Fire and Police Color Guards along with the Fire Department Bagpipe and Drum Corps who will honor and pay tribute to public safety agencies and military personnel.

B. On September 21st at 7 p.m. enjoy a night of music in Old Town under the stars with Elevation! Bring your blanket or chairs and grab a bite to eat from local food trucks. Complimentary popcorn will be available courtesy of Coppell Parks and Recreation!

C. Participate in local government and give back to the community by serving on one of the City of Coppell's Boards or Commissions. The City is currently seeking passionate individuals to be a part of Boards and Commissions that help guide development, future needs, regulations, and more for Coppell. Applications will be accepted online at [coppelltx.gov/boards](http://coppelltx.gov/boards) now through September 27, 2019.

D. The City of Coppell will conduct a Special Election on November 5, 2019 regarding the Sales Tax Proposal - The re-adoption and continuation of the current one-quarter cent sales tax for street and sidewalk maintenance and repair. The last day to register to vote for the November Special Election is Tuesday, October 7, 2019.

E. Texas Open Pickleball Championships will hold a pickleball tournament at the Wagon Wheel Tennis Center at 950 Creekview Drive in Coppell Thursday, September 12, through Sunday, September 15.

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

Nothing to report.

**18. Necessary Action from Executive Session**

Nothing to report.

**19. Adjournment**

There being no further business before the City Council, the meeting was adjourned at 9:01 p.m.



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Karen Selbo Hunt, Mayor

ATTEST:

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Ashley Owens, Deputy City Secretary