



MEMORANDUM

To: Mayor and City Council

From: Traci Leach, Deputy City Manager

Date: August 26, 2025

Reference: Consider accepting the resignation of Shawn Hester from the Board of Adjustment

2040: Sustainable Government

Introduction:

The purpose of this agenda item is to formally accept the resignation of Shawn Hester, regular member, from the Planning and Zoning Commission. Residency in Coppell is required for all appointed officials. Mr. Hester has moved outside of the City of Coppell. His term is set to expire on December 31, 2025.

At this time, staff recommends leaving the position vacant as it was expiring and scheduled be filled in the current Boards & Commissions application process.

Benefit to the Community:

By accepting the resignation and leaving the position vacant, City Council will have time to carefully consider the needs and qualifications for filling the position on the Planning and Zoning Commission.

Legal Review:

Legal review is not required for this item.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Staff recommends accepting the resignation and leaving the position vacant.