



# City of Coppel, Texas

255 Parkway Boulevard  
Coppel, Texas 75019-9478

## Minutes

### City Council

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Tuesday, September 27, 2016

5:30 PM

Council Chambers

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**KAREN HUNT**  
Mayor

**WES MAYS**  
Mayor Pro Tem

**CLIFF LONG**  
Place 1

**NANCY YINGLING**  
Place 5

**BRIANNA HINOJOSA-FLORES**  
Place 2

**MARVIN FRANKLIN**  
Place 6

**GARY RODEN**  
Place 4

**MARK HILL**  
Place 7

**CLAY PHILLIPS**  
City Manager

**Present** 8 - Karen Hunt; Cliff Long; Brianna Hinojosa-Flores; Wes Mays; Gary Roden; Marvin Franklin; Mark Hill and Nancy Yingling

Also present were City Manager Clay Phillips, Deputy City Manager Mike Land, City Secretary Christel Pettinos and City Attorney Robert Hager.

The City Council of the City of Coppel met in Regular Called Session on Tuesday, September 27, 2016, 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 Executive Session at 5:45 p.m.

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

**Section 551.072, Texas Government Code - Deliberation regarding Real Property.**

**A.** Discussion regarding property located south of Bethel Road and west of S. Coppel Road.

**Discussed under Executive Session**

**B.** Discussion regarding property located south of Bethel Road and east

of S. Coppel Road.

**Discussed under Executive Session**

- C. Deliberate the sale, exchange or purchase of real property located west of MacArthur Blvd., southeast of Beltline Road and north of Hwy 635.

**Discussed under Executive Session**

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

**Mayor Hunt adjourned the Executive Session at 6:24 p.m. and convened into the Work Session at 6:26 p.m.**

- A. Update on the Old Town Master Plan.
- B. Update regarding Marketing Initiatives.
- C. Discussion regarding the upcoming 85th Regular Legislative Agenda.
- D. Discussion regarding the Boards and Commission Process.
- E. Discussion of Agenda Items.

**Presented in Work Session**

**Regular Session**

**Mayor Hunt adjourned the Work Session at 7:23 p.m. and reconvened into the Regular Session.**

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

**Tyler Butler with GracePoint Church gave the Invocation.**

**5. Pledge of Allegiance**

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

6. Consider approval of a proclamation naming Tuesday, October 4, 2016, as "National Night Out" and requesting City Council support and endorsement of National Night Out festivities; and authorizing the Mayor to sign.

**Mayor Hunt read the proclamation into the record and presented the same to Police Chief Mac Tristan, Officer Peter Dirks and the National Night Out Knight. A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Gary Roden, that this Agenda Item be approved. The motion passed by an unanimous vote.**

7. Report by the Coppel Farmers' Market.

**Karen Pearsall Gillham gave the annual Farmers' Market report. In addition to reporting on the annual metrics, Ms. Gillham announced that both Farm-to-Table Dinners sold out this year within 20 minutes. The Farmers'**

Market Committee also requested additional signage throughout the community, reminders for "no parking signs" in the medians of Old Town on Friday nights and permanent picnic tables.

**8. Citizens' Appearance**

Mayor Hunt advised that no one signed up to speak.

**9. Consent Agenda**

- A.** Consider approval of the minutes: September 13, 2016 and September 20, 2016.
- A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Nancy Yingling, that Consent Agenda Items A-F be approved. The motion passed by an unanimous vote.**
- B.** Consider approval of awarding RFP #0142 for the Holiday Lights Program to Christmas By Zenith, LLC. in the amount of \$122,450.00; as budgeted; and authorizing the City Manager to sign any necessary documentation.
- A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Nancy Yingling, that Consent Agenda Items A-F be approved. The motion passed by an unanimous vote.**
- C.** Consider approval of the renewal proposal for organ transplant coverage from AIG-National Union Fire Insurance in the amount of \$57,317.00, as budgeted; and authorizing the City Manager to sign all necessary documents.
- A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Nancy Yingling, that Consent Agenda Items A-F be approved. The motion passed by an unanimous vote.**
- D.** Consider approval of the renewal policy for stop loss insurance with Gerber Life Insurance Company in the amount of \$240,885; as budgeted; and authorizing the City Manager to sign all necessary documents.
- A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Nancy Yingling, that Consent Agenda Items A-F be approved. The motion passed by an unanimous vote.**
- E.** Consider approval of the renewal proposal for dental coverage from Guardian in the amount of \$202,665.00, as budgeted; and authorizing the City Manager to sign all necessary documents.
- A motion was made by Councilmember Marvin Franklin, seconded by Councilmember Nancy Yingling, that Consent Agenda Items A-F be approved. The motion passed by an unanimous vote.**
- F.** Consider approval of the renewal agreement with UMR for third party

administrative services to our medical and RX plan in the amount of \$183,383.00, as budgeted; and authorizing the City Manager to sign all necessary documents.

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

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

10. Consider approval of an Ordinance of the City of Coppell, Texas, approving an amendment to Ordinance No. 2015-1418, the budget for the Fiscal Year October 1, 2015 through September 30, 2016, and authorizing the Mayor to sign.

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

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

Enactment No: 2016-1448

11. Consider approval of Change Order #1 with RKM Utility Services, Inc., for revisions to Burns Street in the amount of \$314,355.00; utilizing ¼ Cent Sales Tax Funds; and authorizing the City Manager to sign any necessary documents.

**Presentation: Mike Garza, Assistant Director of Public Works, made a presentation to the City Council.**

**A motion was made by Mayor Pro Tem Wes Mays, seconded by Councilmember Cliff Long, that this Agenda Item be approved in the amount of \$255,765.00. The motion passed by an unanimous vote.**

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

City Manager Clay Phillips announced that CRDC projects are moving along nicely. Matt Steer gave an update on Old Town in Work Session. The Life Safety Park is projected to open in January. As for the Library renovations, there have been a few issues with the carpet materials and moisture in the slab. Staff may have to come back to Council with an omnibus approval to keep the project moving forward, but there are existing funds available to remedy the issue.

With regards to Future Agendas, there are two regular meetings in October, one regular meeting in November and one regular meeting in December. However, Council has a full calendar with Boards and Commission interviews. Finally, with the pending lawsuit in the Hackbelt case, the presiding judge ruled in the City's favor. The property is set to sell shortly, so the case should be coming to a complete close in the near future.

**13. Mayor and Council Reports**

- A. Report by Mayor Hunt regarding upcoming Special Events.
- B. Report by Councilmember Roden on the NTCOG Trinity Vision Committee.

A. Mayor Hunt announced Mardi Gras in the Fall will be held on October 1st from 5pm - 9pm in Old Town. The band will be N'Awlins Gumbo Kings. Beer and wine sales will be available from Dodie's. The food vendors will include: Frost Cupcakery, lemonade from Local Diner, cajun food from Dodie's and other dessert food trucks. Activities will include: a "selfie" booth, face painting, arts and crafts, and more. Wear your favorite Mardi Gras costume and get a free beignet!

Oak Fest will be held on October 15th from 5pm – 9pm at Wagon Wheel Park. The band will be Limelight. Activities will include: train rides, face painting, arts and crafts, food vendors, bounce houses, and lots more!

B. Councilmember Roden reported on the NTCOG Trinity River Vision Committee. He has served on the committee for the last two years and believes it is an important group to be involved in. The committee works together to impact the growth along the Trinity River Corridor. They have developed guidelines for all the communities that front the property so the use along the corridor is done so properly.

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

- A. North Central Texas Council of Governments - Mayor Pro Tem Mays
- B. North Texas Commission - Councilmembers Franklin/Yingling
- C. Historical Society - Councilmember Long

A. Mayor Pro Tem Mays reported on NCTCOG. There are a total of 75 groups offered, and in September alone, there were 45 meetings held that month. A little unknown fact: NCTCOG offers discounts for implementing storm shelters and is partnering together to offer an advanced weather warning system.

B. Councilmember Yingling reported on North Texas Commission. Leadership North Texas is underway with 32 participants. Leadership North Texas University is currently accepting applications.

C. Councilmember Long reported on the Historical Society's events scheduled for October 8th:

9am - Meeting to discuss the archeology dig at the Kirkland House

11:30am - Dedicate the Community Garden in Old Town

noon - Lunch is sponsored by the Rotary Club and the Historical Society

1pm - Historical Society Meeting

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

The Coppell Chamber is having their annual Golf Tournament on October 10th.

If you are interested in participating or sponsoring, please contact the Chamber.

Regarding information from the Executive Session held on September 20th: Mayor Hunt also announced that the City Council likes the path the City of Coppell is on today and is interested in staying the course. Succession Planning has been put into place around projects, processes and culture, therefore, the City Council has decided to stay internal for filling the position of City Manager. The City of Coppell is lucky to have two Deputy City Managers that are viable candidates, so assessments have begun. More information will be available as it appears.

**16. Necessary Action from Executive Session**

City Attorney Robert Hager read the following motions into the record as actions resulting from Executive Session under Texas Government Code, Section 551.072 - Deliberation regarding Real Property:

1) Consider approval of authorizing the City Manager to execute a purchase agreement and closing documents with the Wilson Family for 417 W. Bethel Road, and other adjacent property located at Heritage Park, in the amount not to exceed \$390,000.

Councilmember Marvin Franklin moved to approve the item read into the record, with a second from Councilmember Gary Roden. The motion passed by an unanimous vote.

2) Consider approval of a Resolution approving the terms and conditions of a purchase and sales agreement between the City of Coppell and CW Shoreline, LLC, authorizing the City Manager to sign the contracts attached as Exhibit A, and execute appropriate conveyance documents for the amount of \$2.1 million.

Mayor Pro Tem Mays moved to approve the item read into the record, with a second from Councilmember Franklin. The motion passed by an unanimous vote.

City Manager Clay Phillips reiterated that while property may be added to the Billingsley's portion, the unit cap remains enforced, so as to not run the risk of making the property more dense.

Enactment No: RE 2016-927.1

**Adjournment**

There being no further business before the City Council, the meeting was adjourned.

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Karen Selbo Hunt, Mayor

ATTEST:

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Christel Pettinos, City Secretary