



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Parks and Recreation Board

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Monday, March 1, 2021

6:30 PM

Virtual Zoom Meeting

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**Ed Guignon**  
Chair

**Nick Paschal**  
Vice Chair

**Margaret Bryan**  
Board Member

**Earl Rogers**  
Board Member

**Maheshika Ratnayake**  
Board Member

**Maureen Corcoran**  
Board Member

**Zainab Tinwala**  
Board Member

**Kevin Erickson**  
Alternate

**Chaitnya Jayanti**  
Alternate

**Advika Varadharajan**  
Youth Advisor

**Natasha Banga**  
Youth Advisor

Park Board Chair, Ed Guignon, called the meeting to order at 6:30PM.

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 committee/board/commission 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 committee/board/commission 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 video conference call is not required to be open to the public at a location where committee/board/commission 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).

This meeting will be closed to in person attendance by the public to reduce the spread of COVID-19. A temporary suspension of the Open Meetings Act to allow telephone or video conference of public meetings has been granted by Texas Governor Greg Abbott. Letters and emails may be submitted by any citizen of the City or other party of interest to express his or her opinion concerning this agenda or other general comments to the Commission. Comments will be read into the record during the Citizens Appearance portion of the meeting. Letters may be addressed to the Parks and Recreation Board, 255 Parkway Boulevard, Coppell, TX 75019, by email to [parks@coppelltx.gov](mailto:parks@coppelltx.gov), or by calling the Coppell Parks and Recreation Department at 972-462-5100.

Notice is hereby given that the Parks and Recreation Board of the City of Coppell, Texas, will meet remotely using videoconferencing technology.

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

1. **Call To Order**
2. **Citizens' Forum:** Citizens should complete a Citizens Appearance Form which can be requested from the Parks and Recreation Department no later than 2:00PM on the first Monday of each month. Pursuant to the State Open Meetings Law, the Board is restricted in discussing or taking action on items not posted on the Agenda. Action on your statements can only be taken at future meetings.

Two residents were on call however, neither wanted to speak during the Citizens' Forum.

Consider Approval of Minutes: February 1, 2021

Board Member, Earl Rogers made a motion to Approve the February 1, 2021 Park Board Minutes. Vice Chair, Nick Paschal seconded and the motion passed by a unanimous vote.

4. **Manager's Report:**  
**John Elias, Parks Project Manager**

Parks Projects Manager, John Elias, supplied a Managers Report covering the following:

Division Duties and Responsibilities, Project Update: Rolling Oaks Memorial Center Phs. II Expansion, MacArthur Blvd. Trail, Grapevine Springs Park, Elevated Trail Sections at Moore Rd. Park and Magnolia Park, Thweatt Park, Cotton Belt Trail, South Beltline Rd., Trail Signs and Waggin' Tails Dog Park.

5. **Director's Report:**  
**Brad Reid, Director of Parks and Recreation, Address to the Board**

Director, Brad Reid, formally announced his Retirement and Assistant Director of Recreation, Jessica Carpenter's promotion to Parks and Recreation Director come April 1, 2021.

**6. Liaison's Report:**  
**Jessica Carpenter, Assistant Director of Recreation**

Assistant Director of Recreation, Jessica Carpenter, supplied an update on the Winter Storm, March Socially Distanced Special Events: Sunset Socials and a formal invitation announcement to Brad Reid's Retirement Celebration at the Coppell Arts Center.

**7. Youth Advisor's Report**

Youth Advisor, Natasha Banga, supplied an update on her contact with the Biodiversity Education Center for her ongoing project with no substantial update to supply at this time.

**8. Chair Report**

Chair, Ed Guignon, thanked Brad Reid for his Years of Service, Congratulated Assistant Director, Jessica Carpenter on her recent promotion and thanked the Park Board for their continued efforts.

**Adjournment**

With no further business to bring before the Park Board, the meeting was Adjourned at 7:58PM.

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 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).

**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 25th day of February, 2021, at 10:45 AM.

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Patricia Clark, Administrative Technician