



**City of Keller**  
**City Council**  
**Meeting Minutes**

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
www.cityofkeller.com

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**Tuesday, February 1, 2022**

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**CITY COUNCIL DINNER 5:00 P.M.**

**PRE-COUNCIL MEETING 5:30 P.M.**

**A. CALL TO ORDER - Mayor Armin R. Mizani**

Mayor Armin Mizani called the Pre-Council Meeting to order at 5:35 P.M.

The following City Council Members were present:

Mayor Armin Mizani  
Council Member Shannon Dubberly  
Council Member Sheri Almond (via teleconference)  
Council Member Beckie Paquin (via video conference)  
Council Member Chris Whatley  
Council Member Ross McMullin

Mayor Pro Tem Sean Hicks was absent.

The following City staff members were present: City Manager Mark Hafner, Assistant City Secretary Andrea McDonald, City Attorney Stan Lowry, Director of Community Services Cody Maberry, Director of Administrative Services Aaron Rector, Director of Public Works Alonzo Liñán, Director of Information Services Sean Vreeland, Director of Human Resources Marcia Reyna, Director of Community Development Julie Smith, Assistant Director of Community Development Sarah Hensley, Communication & Public Engagement Manager Rachel Reynolds, Police Chief Bradley G. Fortune, Interim Fire Chief Richard Whitten, and Deputy Fire Chief Shane Gainer.

**B. DISCUSS AND REVIEW AGENDA ITEMS**

The City Council discussed and reviewed the agenda items.

**C. EXECUTIVE SESSION**

Executive Session was not held during the Pre-Council Meeting.

**D. WORK SESSION**

1. [Discussion on conducting a Community View/Citizen Survey as we enter into the budget process for 2023.](#)

City Manager Mr. Mark Hafner reminded the City Council that the upcoming budget planning process would soon be underway and presented the idea of offering the citizens a survey opportunity to return data as a helpful way to assist the City Council in obtaining strategic goals previously set by the City Council. Mr. Ron Gailey with MDI Research addressed questions from the City Council via teleconference and offered information regarding his company's background and operation. He added that his company had given a cost estimate of \$7,900.00 to perform the survey.

The City Council directed staff to move forward with the survey.

2. [Whitley Road and Bear Creek Parkway Sidewalk Connection Discussion](#)

Director of Public Works Mr. Alonzo Liñán and Director of Community Services Mr. Cody Maberry gave a joint presentation in relation to a sidewalk connection between Whitley Road and Bear Creek Parkway. Mrs. Sam Fries (Delmotte) P.E., with Kimley-Horn, assisted in addressing questions from the City Council.

The City Council directed staff to continue the sidewalk discussion and move forward with reviewing both the east and west sides of Whitley Road options to connect to Bear Creek Parkway, with the recommendation that the sidewalk construction align with the Parks Master Trail Plan.

## E. ADJOURN

Mayor Armin Mizani adjourned the Pre-Council meeting at 6:51 P.M.

## **REGULAR MEETING 7:00 P.M.**

### A. CALL TO ORDER – Mayor Armin R. Mizani

Mayor Armin Mizani called the Regular Meeting to order at 7:04 P.M.

### B. INVOCATION

Pastor Dave Bream, Hillside Community Church, led the invocation.

### C. PLEDGE OF ALLEGIANCE

Mayor Armin Mizani led the pledges to the United States Flag and the Texas Flag.

1. Pledge to the United States Flag
2. Pledge to the Texas Flag - "Honor the Texas Flag: I pledge allegiance to Thee, Texas, one State under God, one and indivisible."

### D. PRESENTATIONS

1. [Recognition of members of Keller City Staff and the Keller Police Department who contributed to the successful resolution of the Colleyville's Congregation Beth Israel](#)

[Terrorist/Hostage Incident on January 15, 2022.](#)

Mayor Armin Mizani recognized the following City of Keller employees with certificates of appreciation for their invaluable contribution to the successful resolution of the Congregation Beth Israel terrorist/hostage incident that occurred in Colleyville on January 15th, 2022:

Keller Staff: Director of Information Technology Sean Vreeland.

Police: Captain Chad Allen, Sergeant Robert Carte, Corporal Jake Montgomery, Corporal Matt Moore, Officer Justin Dennis, Officer Joseph Lang, Officer Roberto Garcia, Officer Jalen Rivera, Officer Bryce Likhite, and Officer Jorge Torres.

Dispatchers: Regional Shift Supervisors Brittany Duncan, Jessica Schreiber, and Marie Trower. Regional Telecommunication: Cathy Alsip, Sarah Baxter, Jocelyn Wittrock, Stephanie Wright, and Rachel Hawk.

2. [Community Storehouse Presentation](#)

Mr. Brandon Board, Director of Sales for Community Storehouse, gave a presentation related to the Community Storehouse operations and their programs.

## E. PERSONS TO BE HEARD

This is a time for the public to address the City Council on any subject. However, the Texas Open Meetings Act prohibits the City Council from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to City Staff for research and possible future action. Each speaker will be allowed three (3) minutes to speak.

Mr. Mike Garabedian, 1717 Buckingham Drive, expressed his support of New Business Agenda Item H.1.

## F. CONSENT

The next order of business was for the City Council to consider the consent agenda items, which were deemed to need little to no discussion, and were acted upon as one business item.

**A motion was made by Council Member Shannon Dubberly, seconded by Council Member Chris Whatley, to approve the Consent Agenda Items 1, 2, 3, 4 & 6 and to consider Items 5 & 7 separately. The motion carried unanimously.**

1. [Consider approval of the Minutes of the Tuesday, January 18, 2022 Regular City Council Meeting.](#)

**Attachments:** [011822 Minutes.pdf](#)

Approved.

2. [Consider a resolution adopting 45,660 as the official population as of January 1, 2021, for the City of Keller, Texas.](#)

**Attachments:** [020122 Population Resolution](#)  
[020122 2021 NCTCOG Population Estimates Publication](#)

Resolution No. 4473 adopts 45,660 as the official population as of January 1, 2021 for the City of Keller, Texas.

3. [Consider a resolution approving amendments to the City of Keller Public Arts Master Plan and Policy for the City of Keller, Texas.](#)

**Attachments:** [020122 PA Master Plan - Policy Resolution](#)  
[020122 PA Master Plan - Policy Exhibit A](#)

Resolution No. 4474 approves amendments to the City of Keller Public Arts Master Plan and Policy for the City of Keller, Texas.

4. [Consider a resolution approving the bid from Brightview Landscapes, of Grapevine, Texas for contractual services relating to Grounds Management Services - Keller Sports Park, for the Parks and Recreation Department, for a three-year term; and authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [Grounds Management Services - Keller Sports Park Resolution](#)  
[Bid Tab Grounds Management Services - Keller Sports Park 2022](#)  
[22-006 Grounds Management Svcs Keller Sports Park](#)  
[22-006 Brightview Landscapes Bid](#)

Resolution No. 4475 approves the bid from Brightview Landscapes of Grapevine, Texas, for contractual services relating to Grounds Maintenance Services - Keller Sports Park, for the Parks and Recreation Department, in an amount not to exceed \$50,919.25 per year and \$152,757.75 for the three-year term; and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

5. [Consider a resolution approving a Professional Services Agreement with Kimley-Horn of Fort Worth, Texas; to provide engineering services relating to the design of the South Elm Street Reconstruction project, for the Public Works Department; and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [020122 S Elm St Design Resolution](#)  
[20220124-KHA Signed-S Elm St Scope of Services](#)

The City Council held discussion regarding Item F. 5. Director of Public Works Mr. Alonzo Liñán, Assistant Director of Community Development Mrs. Sarah Hensley and Mrs. Sam Fries (Delmotte) P.E., with Kimley-Horn, all assisted in addressing questions from the City Council.

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4476 approving a Professional Services Agreement with Kimley-Horn of Fort Worth, Texas; to provide engineering services relating to the design of the South Elm Street Reconstruction project, in the amount of \$2,347,310.00, for the Public Works Department. The motion carried unanimously.

6. [Consider a resolution of the City Council of the City of Keller, Texas, approving an agreement with DataVox to upgrade the Police Department's Access Control System \(Police Station and campus, except detention center\); and authorizing the City Manager to execute all documents and relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [012422 DataVox Resolution](#)  
[020122 DataVox Proposed Agreement](#)

Resolution No. 4477 approves the agreement with Datavox, of Houston, TX, for the purchase, programming, and installation of building security and access control equipment and software for the Police Department (Police Station and campus, except detention center, in the amount of \$157,675, through the State of Texas Department of Information Resources (DIR) Cooperative Purchasing Program, for the Information Technology Department; and further authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

7. [Consider an ordinance amending the City of Keller Code of Ordinances to adopt the 2021 International Building Code, the 2021 International Residential Code, the 2021 International Fire Code, the 2021 International Fuel Gas Code, the 2020 National Electric Code, the 2021 International Plumbing Code, the 2021 International Mechanical Code, the 2018 International Energy Conservation Code, the 2021 International Existing Building Code, the 2021 International Property Maintenance Code, and the 2021 International Swimming Pool and Spa Code; amending City of Keller Ordinance 1807 Related to Outdoor Burning; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date.](#)

**Attachments:** [020122 ICC2022 Proposed Ordinance](#)  
[020122 ICC2022 Exhibit A](#)

The City Council held discussion regarding Item F. 7. Fire Marshal Mrs. Debra Crafton, Interim Fire Chief Mr. Richard Whitten, Building Official Mr. Payne Randell and Director of Community Development Mrs. Julie Smith all addressed questions from the City Council.

A motion was made by Council Member Ross McMullin, seconded by Council Member Beckie Paquin, to table Item F. 7. The motion failed for lack of majority by the following vote:

**AYE: Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.**

**NAY:** Mayor Armin Mizani, Council Member Shannon Dubberly, and Council Member Sheri Almond.

A motion was made by Mayor Armin Mizani, seconded by Council Member Sheri Almond, to approve Item F. 7. as written. The motion failed for lack of majority by the following vote:

**AYE:** Mayor Armin Mizani, Council Member Shannon Dubberly, and Council Member Sheri Almond.

**NAY:** Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.

A motion was made by Mayor Armin Mizani, seconded by Council Member Shannon Dubberly, to approve Item F. 7. as written with the exclusion of the insect provision/screening requirement.

Council Member Ross McMullin made a motion to amend the motion on the floor to also include replacing the word "shall" with the word "may" in proposed Section 307.4.2 Recreational fires.

Council Member Ross McMullin withdrew his motion to amend the motion on the floor. Council Member Shannon Dubberly withdrew his motion to second the original motion on the floor made by Mayor Armin Mizani.

Council Member Sheri Almond seconded the original motion on the floor made by Mayor Armin Mizani, to approve Item F. 7. as written with the exclusion of the insect provision/screening requirement. The motion failed by the following vote:

**AYE:** Mayor Armin Mizani and Council Member Sheri Almond.

**NAY:** Council Member Shannon Dubberly, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.

A motion was made by Council Member Shannon Dubberly, seconded by Mayor Armin Mizani, to table this item to the February 15, 2022 Regular City Council Meeting. The motion carried unanimously.

## **G. OLD BUSINESS - None**

## **H. NEW BUSINESS**

1. [Consider a resolution approving a variance request to 17 lots in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet, located at 1700 Highland Drive West, 1704 Highland Drive West, 1736 Highland Drive West, 1744 Highland Drive West, 1748 Highland Drive West, 1752](#)

[Highland Drive West, 1832 Highland Drive East, 1847 Highland Drive East, 1843 Highland Drive East, 1839 Highland Drive East, 1835 Highland Drive East, 1733 Hilltop Lane, 1729 Hilltop Lane, 1725 Hilltop Lane, 1733 Highland Drive West \(legally two lots\), 1717 Highland Drive West, 1713 Highland Drive West, legally described as Lot 1, 2, 10, 12, 13, 14, 36, 37, 38, 39, 42, 43, 44, 60, 61, 64, 65, Highland Terrace Mobile Home Park and zoned Single-Family 36,000 square-foot lots or greater \(SF-36\). Double B Texas Ventures, LLC and Olympic Dream Living Trust, Owners. Jeff Avery, Applicant. \(UDC-21-0010\)](#)

**Attachments:** [020122 Highland Terrace Variances FY Setback Resolution](#)  
[020122 Highland Terrace Variances FY Setback Maps](#)  
[020122 Highland Terrace Variances FY Setback-Staff Attachment - Application](#)  
[020122 Highland Terrace Presentation](#)

Director of Community Development Mrs. Julie Smith gave a presentation related to a variance request to 17 lots in the Highland Terrace Mobile Home Park.

The City Council held discussion regarding Item H. 1. Applicant Mr. Jeff Avery, Director of Public Works Mr. Alonzo Liñán, and Director of Community Development Mrs. Julie Smith addressed questions from the City Council.

**A motion was made by Council Member Ross McMullin, seconded by Council Member Beckie Paquin, to approve Resolution No. 4478 approving a variance request to 17 lots in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet, located at 1700 Highland Drive West, 1704 Highland Drive West, 1736 Highland Drive West, 1744 Highland Drive West, 1748 Highland Drive West, 1752 Highland Drive West, 1832 Highland Drive East, 1847 Highland Drive East, 1843 Highland Drive East, 1839 Highland Drive East, 1835 Highland Drive East, 1733 Hilltop Lane, 1729 Hilltop Lane, 1725 Hilltop Lane, 1733 Highland Drive West (legally two lots), 1717 Highland Drive West, 1713 Highland Drive West, legally described as Lot 1, 2, 10, 12, 13, 14, 36, 37, 38, 39, 42, 43, 44, 60, 61, 64, 65, Highland Terrace Mobile Home Park and zoned Single-Family 36,000 square-foot lots or greater (SF-36). The motion carried unanimously.**

## **I. EXECUTIVE SESSION**

Executive Session was not held during the Regular Meeting.

## **J. ADJOURN**

City Manager Mr. Mark Hafner gave a brief update on the anticipated winter weather storm event set to arrive on Thursday, February 3, 2022.

Mayor Armin Mizani adjourned the Regular Meeting at 9:06 P.M.

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Mayor

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City Secretary