



City of Keller
City Council
Meeting Minutes

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

Tuesday, November 16, 2021

PRE-COUNCIL MEETING 5:00 P.M.

A. CALL TO ORDER - Mayor Armin R. Mizani

Mayor Mizani called the Pre-Council Meeting to order at 5:06 P.M.

The following City Council Members were present:

Mayor Armin Mizani
Council Member Shannon Dubberly
Mayor Pro Tem Sean Hicks
Council Member Sheri Almond
Council Member Beckie Paquin (attended by video conference)
Council Member Ross McMullin

Council Member Chris Whatley was absent.

The following City staff members were present: City Manager Mark Hafner, City Secretary Kelly Ballard, City Attorney Stan Lowry, Director of Community Services Cody Maberry, Director of Administrative Services Aaron Rector, Director of Community Development Julie Smith, Director of Information Technology Sean Vreeland, Director of Human Resources Marcia Reyna, Deputy Fire Chief Shane Gainer, Interim Fire Chief Richard Whitten, and Police Chief Bradley G. Fortune.

City Manager Mark Hafner introduced the new Human Resources Director Marcia Reyna.

B. DISCUSS AND REVIEW AGENDA ITEMS

The City Council discussed and reviewed the agenda items.

C. EXECUTIVE SESSION

Mayor Armin Mizani adjourned the Pre-Council Meeting at 5:17 P.M. so that the City Council could meet in Executive Session in accordance with State Law.

- 1. Section 551.072, Texas Government Code - Deliberate the purchase, exchange, lease, or value of real property.**

- a. Old Town Keller Phase II - Elm Street Improvements Project**

2. Adjourn into Open Meeting.

Mayor Armin Mizani adjourned the Executive Session and brought the Pre-Council Meeting to order at 6:47 P.M.

3. Action on Executive Session Item 1 if necessary.

No action was taken.

D. WORK SESSION**1. [Discuss proposed changes to the Code of Ordinances relating to School Zone Changes](#)**

Director of Public Works Alonzo Liñán gave a presentation relating to proposed amendments to Section 18-210 of the Code of Ordinances to reflect the 2021/22 school time changes of various schools and to modify the school zone speed restriction times to more effectively focus on pedestrian travel patterns. Discussion was held by the City Council. City staff will bring the proposed changes to a future City Council meeting for action.

2. [Discuss proposed changed to the Unified Development Code relating to Sidewalk Modifications](#)

Director of Public Works Alonzo Liñán gave a presentation relating to proposed amendments to Sections 4.14, 5.06, 5.12, 5.24 of the Unified Development Code (UDC) to reflect the best practices regarding the width of sidewalk requirements. Discussion was held by the City Council. City staff will present the proposed amendments to the Planning and Zoning Commission for formal recommendation; after which, will be brought to the City Council for action.

3. [Capital Improvements Projects Update](#)

The City Council received updates from City Staff on current Capital Improvement Projects.

4. [Discuss the Keller Development Corporation.](#)

The City Council discussed the possibility of changing the make-up of the Keller Development Corporation from four Council Members and three Citizen Members to three Council Members and four Citizen Members. Council Member Ross McMullin supported the change. The other members of the City Council recognized Council Member McMullin's concerns, but did not support the change.

E. ADJOURN

Mayor Armin Mizani recessed the Pre-Council Meeting at 6:56 P.M. to continue after the conclusion of the Regular Meeting.

Mayor Armin Mizani adjourned the Pre-Council Meeting at 8:21 P.M.

REGULAR MEETING 7:00 P.M.**A. CALL TO ORDER – Mayor Armin R. Mizani**

Mayor Armin Mizani called the Regular City Council Meeting to order at 7:03 P.M.

B. INVOCATION - Brother Sean Vancour, Church of Jesus Christ LDS

Brother Sean Vancour, Church of Jesus Christ LDS gave the invocation.

C. PLEDGE OF ALLEGIANCE

Mayor Armin Mizani led the pledge to the United States Flag and the pledge to 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. PROCLAMATIONS & PRESENTATIONS

1. [Recognition of 2021 Keller Citizens Academy participants.](#)

Mayor Armin Mizani presented a certificate of achievement to each of the graduates of the Class of 2021 Keller Citizens Academy: Andrew Ryabovol, Andrew Sternke, Christine Johnson, Colin O'Neal, Danny Russell, Guy M. Snodgrass, John Buckner, Katelyn McCormack, Kelsie McQuieter, Kim Vastine, Kristin (Krissy) Askins, Michelle Donatto, and Ross Brensinger.

2. [Recognition of 2021 Keller High School Citizens Academy participants.](#)

Mayor Armin Mizani presented a certificate of achievement to each of the graduates of the Class of 2021 Keller High School Citizen Academy: Caralyn Calabrese, Caroline Chin, Cameron Munn, Casey Snyder, Chase Palmer, Joel Bouska, Conner Sims, Courtney Zorich, Ryan Wight, Sarah Casey, Ella Hendricks, and Kathleen Slansky.

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.

No public comments were received.

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 Sheri Almond, to approve the Consent Agenda. The motion unanimously.

1. [Consider approval of the Minutes of the Tuesday, November 2, 2021 Regular City Council Meeting.](#)

Approved.

2. [Consider approval of the Minutes of the Saturday, November 6, 2021 City Council Work Session.](#)

Approved.

3. [Consider approval of the Minutes of the Saturday, November 13, 2021 City Council Work Session.](#)

Approved.

4. [Consider a resolution approving an agreement for Design Services and Contract Administration with Kimley Horn and Associates, Inc., of Dallas, Texas, relating to the Bates Street Park Improvements, and further authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4439 approves an agreement for Professional Services for the Bates Street Park Improvements with Kimley Horn and Associates, Inc., of Dallas Texas; in the amount of \$199,780.00, for the Parks and Recreation Department, 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 contract for concrete lifting and stabilization services from Nortex Concrete Lift and Stabilization Inc. of Fort Worth, Texas, through an interlocal agreement with the City of Grand Prairie, Texas; for the Public Works Department with the option to renew the contract for four \(4\) additional one-year renewals, not to exceed a period of five \(5\) years; and authorizing the City manager to execute all documents related thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4440 approves the purchase for concrete lifting and stabilization services with Nortex Concrete Lift and Stabilization Inc. of Fort Worth, Texas, through the Interlocal Agreement with the City of Grand Prairie, Texas, dated October 7, 2008 in an amount of \$100,000.00, and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

6. [Consider a resolution approving a professional services agreement with Baird, Hampton and Brown of Grapevine, Texas; to provide professional engineering services related to the Public Works Engineering Division operations; and authorizing the City Manager to execute all contract documents.](#)

Resolution No. 4441 approves an Agreement with Baird, Hampton and Brown, of Grapevine, Texas to provide professional engineering services, relating to the engineering needs of the Public Works Department, in the amount of \$150,000.00, in accordance with the terms and conditions set forth in said Agreement for Engineering Services; and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

7. [Consider a resolution approving the Competitive Sealed Proposal and awarding a contract for construction of the Water System Capital Improvements Plan - Phase 2 project to A&B Construction, LLC of Dallas, Texas, for the Public Works Department; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4442 approves the competitive sealed proposal for the Water System Capital Improvement Plan - Phase 2 project from A&B Construction, LLC, in the amount of \$3,461,390.00, and authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

8. [Consider a resolution approving the purchase of water and sewer service installation services from Tex-Pro Construction, LLC, of Fort Worth, Texas, 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.](#)

Resolution No. 4443 approves the purchase of Water and Sewer Service Installations from Tex-Pro Construction, LLC, of Fort Worth, Texas, for the Public Works Department, in an amount not to exceed \$104,700.00, and authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

9. [Consider a resolution approving an Agreement with Hardin & Associates Consulting, LLC for the purpose of providing state-mandated customer service inspections of private water systems; and authorizing the City manager to execute all documents related thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4444 approves an Agreement with Hardin & Associates Consulting, LLC of Carrollton, Texas, for the purpose of completing state-mandated customer service inspections of private water systems; in the amount of \$100,000.00, and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

10. [Consider a resolution amending Resolution No. 4374, approved on July 6, 2021, creating a Keller Sports Park Task Force, by changing a City Council Representative on said Keller Sports Park Task Force.](#)

Resolution No. 4445 appoints City Council Member Shannon Dubberly as a member of the Keller Sports Park Task Force.

G. OLD BUSINESS

1. [Consider amending the date from October 18, 2022 to December 7, 2021 to take from the table a request for a Specific Use Permit relating to an Accessory Structure greater than 1,200 square-feet at 833 Rufe Snow Drive which was originally tabled at the October 19, 2021 Regular City Council Meeting.](#)

Discussion was held regarding the required landscaping that was planted by the applicant.

A motion was made by Council Member Sheri Almond, seconded by Mayor Armin Mizani, to approve amending the date from October 18, 2022 to December 7, 2021 to take from the table a request for a Specific Use Permit relating to an Accessory Structure greater than 1,200 square-feet at 833 Rufe Snow Drive which was

originally tabled at the October 19, 2021 Regular City Council Meeting. The motion carried unanimously.

H. NEW BUSINESS

1. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) to construct a 1,540 square-foot accessory structure on the property legally described as Lot 2, Block A of Launay Addition, being approximately 3.01-acres, located on the east side of Mount Gilead Road, approximately 240 feet northeast from the intersection of Bancroft Road and Mount Gilead Road, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\) and addressed as 1525 Mount Gilead Road. Jilray Launay, Applicant/Owner. \(SUP-21-0034\)](#)

Director of Community Development Julie Smith gave a presentation relating to the request for a Specific Use Permit (SUP) to construct a 1,540 square-foot accessory structure at 1525 Mount Gilead Road.

Mayor Armin Mizani opened the public hearing. No public comments were received.

A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Shannon Dubberly, to close the public hearing. The motion carried unanimously.

A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Shannon Dubberly, to approve Ordinance No. 2045 approving a Specific Use Permit (SUP) to construct a 1,540 square-foot accessory structure on the property legally described as Lot 2, Block A of Launay Addition, being approximately 3.01-acres, located on the east side of Mount Gilead Road, approximately 240 feet northeast from the intersection of Bancroft Road and Mount Gilead Road, zoned Single-Family 36,000 square-foot lots or greater (SF-36) and addressed as 1525 Mount Gilead Road. The motion carried unanimously.

2. [Consider a resolution appointing members and a chairperson to the Public Arts Board.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Keller Public Arts Board for a two-year term ending November 30, 2023:

Place 1 - Paul Dippolito

Place 2 - Dorene Badalamenti

Place 3 - Brenda Wyatt

Alternate 1 - Elishia Van Deventer

The following member shall be appointed to serve on the Public Arts Board for an unexpired term ending November 30, 2022:

Place 6 - Katherine Cox

The following member shall be appointed to serve as chairperson: Brenda Wyatt.

A motion was made by Council Member Shannon Dubberly, seconded by Mayor Pro Tem Sean Hicks, to approve Resolution No. 4446 appointing members and a chairperson to the Public Arts Board. The motion carried by the following vote:

3. [Consider a resolution appointing members to the Keller Economic Development Board.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Keller Economic Development Board for a two-year term ending November 30, 2023:

Place 5 - Vaughn (Clay) Starling

Place 6 - Bob Stephenson

Place 7 - Bassel Korkor

Alternate Member 1 - Loren Whitten

Advisory Member 2 - Joann Malone

The following members shall be appointed to serve on the Keller Economic Development Board for an unexpired term ending November 30, 2022:

Place 3 - Erik Leist

Alternate Member 2 - Nate Bernklau

A motion was made by Council Member Sheri Almond, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4447 appointing members to the Keller Economic Development Board. The motion carried by the following vote:

AYE: 5 - Mayor Armin Mizani, Council Member Shannon Dubberly, Mayor Pro Tem Sean Hicks, Council Member Sheri Almond, and Council Member Beckie Paquin.

NAY: 1 - Council Member Ross McMullin.

4. [Consider a resolution appointing members and a chairperson to the Zoning Board of Adjustment.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Zoning Board of Adjustment for a two-year term ending November 30, 2023:

Place 2 - Michael McClement

Place 4 - Bill Schlegel

Alternate 2 - TJ Stack

The following members shall be appointed to serve on the Zoning Board of Adjustment for an unexpired term ending November 30, 2022:

Place 1 - John Birt

Alternate 1 - Guy Snodgrass

The following member shall be appointed to serve as chairperson: Matthew Gilpin.

A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Ross McMullin, to approve Resolution No. 4448 appointing members and a chairperson to the Zoning Board of Adjustment. The motion carried unanimously. Council Member Shannon Dubberly abstained from the vote.

5. [Consider a resolution appointing members to the Keller Development Corporation.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Board of Directors of the Keller Development Corporation for a two-year term ending November 30, 2023:

Place 5 Sean Atendido

Place 6 Craig Norton

Place 7 Parks Board Chairperson Erin Pfarner

A motion was made by Council Member Ross McMullin, seconded by Council Member Sheri Almond, to approve Resolution No. 4449 appointing members to the Keller Development Corporation. The motion carried unanimously.

6. [Consider a resolution appointing members and a chairperson to the Library Board.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Library Board for a two-year term ending November 30, 2023:

Place 1 - Karen Hibbs

Place 2 - Jennifer White

Place 3 - Mona Ford

Place 6 - Patricia Alexander

Alternate 1 - David Russell

The following members shall be appointed to serve on the Library Board for an unexpired term ending November 30, 2022:

Alternate 2 Katelyn McCormick

The following member shall be appointed to serve as chairperson: Mona Ford.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Sheri Almond, to approve Resolution No. 4450 appointing members and a chairperson to the Library Board. The motion carried unanimously.

7. [Consider a resolution appointing members and a chairperson to the Parks and Recreation Board.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Parks and Recreation Board for a two-year term ending November 30, 2023:

Place 5 - Judy Sether

Place 6 - Jenilee Harwell

Place 7 - Erin Pfarner

Alternate 1 - Nicholas Anderson

The following member shall be appointed to serve as chairperson: Erin Pfarner.

A motion was made by Council Member Ross McMullin, seconded by Mayor Pro Tem Sean Hicks, to approve Resolution No. 4451 appointing members and a chairperson to the Parks and Recreation Board. The motion carried unanimously.

8. [Consider a resolution appointing members to the Board of Directors for the Keller Crime Control and Prevention District Board, as provided for in Section 363.101 of the Texas Local Government Code.](#)

Mayor Armin Mizani announced that the following persons are hereby reappointed as members of the Board of Directors for the Keller Crime Control and Prevention District Board for a two year term ending September 1, 2023:

Place 5 - Kathy Sherwin

Place 6 - Thomas Shehan

Place 7 - Jessica Juarez

The following persons are hereby reappointed as members of the Board of Directors for the Keller Crime Control and Prevention District Board for an unexpired term ending September 1, 2022:

Place 1 - Manny Muriel

A motion was made by Council Member Sheri Almond, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4452 appointing members to the Board of Directors for the Keller Crime Control and Prevention District Board, as provided for in Section 363.101 of the Texas Local Government Code. The motion carried unanimously.

9. [Consider a resolution appointing members and a chairperson to the Planning and Zoning Commission.](#)

Mayor Armin Mizani announced that the following members shall be appointed to serve on the Planning and Zoning Commission for a two-year term ending November 30, 2023:

Place 5 - Leslie Sagar

Place 6 - Ralph Osgood

Place 7 - Thomas Brymer

Alternate 1 - Ross Bresinger

The following member shall be appointed to serve on the Planning and Zoning Commission for an unexpired term ending November 30, 2022:

Alternate 2 - Greg Will

The following member shall be appointed to serve as chairperson: Gary Ponder.

A motion was made by Council Member Ross McMullin, seconded by Council Member Sheri Almond, to approve Resolution No. 4453 appointing members and a chairperson to the Planning and Zoning Commission. The motion carried by the following vote:

AYE: 5 - Mayor Armin Mizani, Council Member Shannon Dubberly, Council Member Sheri Almond, Council Member Beckie Paquin, and Council Member Ross McMullin.

NAY: 1 - Mayor Pro Tem Sean Hicks.

I. EXECUTIVE SESSION

Executive Session was not held during the Regular Meeting.

1. **Section 551.072, Texas Government Code - Deliberate the purchase, exchange, lease, or value of real property.**

a. Old Town Keller Phase II - Elm Street Improvements Project

- 2. **Adjourn into Open Meeting.**
- 3. **Action on Executive Session Item 1 if necessary.**

J. ADJOURN

Mayor Armin Mizani adjourned the Regular Meeting at 7:33 P.M. and reconvened the Work Session at 7:38 P.M. The Work Session then adjourned at 8:21 P.M.

Mayor

City Secretary