



City of Keller

City Council

Meeting Minutes

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

Tuesday, October 1, 2024

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 5:32 P.M.

The following City Council Members were present:

Mayor Armin Mizani
Council Member Shannon Dubberly
Council Member Greg Will
Council Member Karen Brennan
Council Member Tag Green
Mayor Pro Tem Ross McMullin

Council Member Chris Whatley was absent.

The following City staff members were present: Interim City Manager Aaron Rector, City Attorney Stan Lowry, City Secretary Kelly Ballard, Director of Community Services Cody Maberry, Director of Community Development Sarah Hensley, Director of Human Resources Marcia Reyna, Public Works Director Alonzo Liñán, Police Officer Joey Smith, and Fire Chief Bobby Tatum Jr.

B. DISCUSS AND REVIEW AGENDA ITEMS

The City Council discussed and reviewed the agenda items.

C. EXECUTIVE SESSION

Mayor Armin Mizani recessed the Pre-Council Meeting at 5:37 P.M. so that the City Council could meet in an Executive Session in accordance with State Law.

Mayor Armin Mizani recessed the Pre-Council Meeting from 8:38 P.M. to 9:50 P.M. so that the City Council could meet in an Executive Session in accordance with State Law.

- 1. Section 551.072, Texas Government Code - Deliberation Regarding Real Property; Closed Meeting. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.**

- a. [205 S. Elm Street](#)
 - b. [142 E. Vine Street](#)
2. **Section 551.074, Texas Government Code - Personnel Matters. (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee**
 - a. [City Manager](#)
 3. **Adjourn into Open Meeting.**

Mayor Armin Mizani adjourned the Executive Session and reconvened the Pre-Council Meeting at 6:27 P.M.

4. **Action on Executive Session Items 1a, 1b, and 2a if necessary.**

A motion was made by Mayor Armin Mizani, seconded by Mayor Pro Tem Ross McMullin, to approve Executive Session Item 1a. The motion carried unanimously.

No action was taken on 1b and 2a.

D. WORK SESSION

1. [Discuss Hike and Bike Trail Master Plan](#)

Parks and Recreation Board Member Jay Blakey gave a presentation relating to a review of the Hike and Bike Trail Master Plan.

Proposed Top Ten in order of Priority

1. Mt Gilead Loop Trail Connection
2. Mt Gilead connect to Bourland Trail on Oak Dr
3. Bourland Trail connect to new neighborhood (this is shown as connected on the map)
4. Mt Gilead complete connect to Roanoke Rd
5. Roanoke Enhanced Sidewalk to connect Overton Park
6. Keller Smithfield
7. Shady Grove to North Tarrant
8. Milestone Park connection and extension
9. S Pate Orr Rd
10. Trail behind CVS to connect North and South Keller
11. Connect Knox Rd trail
12. Bourland to Bancroft
13. Phase 2 Focus on Northeast side of Keller starting with Melody Ln and Ottinger Rd.

The Parks Board committee recommended prioritizing either #4 (Mt. Gilead connection to Roanoke Rd.) or #5 (Roanoke enhanced sidewalk to connect Overton Park).

Additional Suggested Improvements for Keller Trails:

Connect North and South Trails, Safe trails to schools, Keller High School, More access to

Overton Park, Name the Trails, Mile Markers on Trails, Light along dark areas on Bear Creek Pkwy, Bathroom/Water Fountains on Bear Creek trail from Keller Smithfield to Davis, Identify on Map where bathrooms and fountains are located, Soft Trails next to paved trails (Bear Creek Park Trail), and Water Fountain on Rapp and Willis, Water fountains, bathrooms and shade in Marshal Ridge area trails.

2. [Economic Development Updates](#)

Economic Development Director Mary Culver provided an Economic Development update. Five new businesses opened in the past month, including Carmax (office only) at 101 Town Center Ln, Suite 109, Embody Health Texas (women's healthcare) at 8821 Davis Blvd, Suite 210, City Vet-Keller at 1520 N Main St, Horizon Recumbents (outdoor equipment and sporting goods) at 900 Katy Rd, Suite 330, and All American Solar (solar panels) at 350 Rufe Snow Dr, Suite 400. Year-to-date, 76 Certificates of Occupancy have been issued, with 59 new businesses across various sectors, including 9 restaurants, 15 medical offices, 11 general offices, 16 retail businesses, 5 spas, and 3 categorized as "other." Additionally, there have been 8 relocations or expansions, 4 remodels, and 1 ownership change for a business that opened in 2022 but only completed its Certificate of Occupancy process recently.

Upcoming permit applications include MAD Mexican Grill at 2041 Rufe Snow Dr, Unit 203, and Professional Garage Concepts at 220 N Main St. For incentivized projects, Houghton Horns has a Special Use Permit (SUP) for entertainment use coming to the City Council on October 15 and has extended its Façade Improvement Grant deadline to April 2025. Te'Jun plans to break ground by the end of October or early November and has purchased additional property for parking.

Key sites of interest include 1110 Keller Pkwy (El Paseo), where a remodel permit was issued on September 23, 2024, and 111 W. Vine St. (The Station), where the property closed on September 26. However, Fossil Creek Tree Farm pulled out of the project at 601 Main Street.

Other updates include the Broker's Luncheon scheduled for October 29 at Hush, starting with a bus tour at 9 a.m., followed by the luncheon from 11 a.m. to 1 p.m. Invitations will go out soon, and attendees will receive branded cups. The Keep It In Keller website update is 85% complete, and new shopping and dining guides will be available during early voting starting October 21. Lastly, the Economic Development team attended the International Economic Development Council (IEDC) conference from September 15-18, where they gained insights from professionals across the country and internationally, and are preparing to attend the TEDC conference from October 23-25.

3. [Discuss a potential Life Safety Grant](#)

Economic Development Director Mary Culver provided an update on the proposed City of Keller Life Safety Grant Program. The goal and purpose of the program is to encourage the rehabilitation, enhancement, and restoration of existing buildings and business operations by offering financial assistance for the installation and compliance with the International Building Code's fire suppression and safety code requirements. This program is designed to increase the economic vitality of commercial buildings and

property values in Keller. It offers a matching grant in the form of a reimbursement, up to \$50,000, for eligible life safety improvements to existing commercial buildings within the city. The program will be available for eligible economic development projects in Keller that meet the criteria outlined in the policy, and funding is at the discretion of the Keller City Council. The City Council will take action on this item at the Tuesday, October 15, 2024 City Council Meeting.

E. ADJOURN

Mayor Armin Mizani recessed the Pre-Council Meeting at 7:00 P.M.

Mayor Armin Mizani reconvened the Pre-Council Meeting at 8:02 P.M. and adjourned at 9:48 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 7:02 P.M.

B. INVOCATION

Pastoral Care Pastor Mike Banas, Milestone Church, led 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. [Fire Prevention Week](#)

Mayor Armin Mizani presented a proclamation to Fire Chief Bobby Tatum Jr., proclaiming October 6-12, 2024, as Fire Prevention Week in the City of Keller.

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 or no discussion, and were acted upon as one business item.

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Shannon Dubberly, to approve the Consent Agenda. The motion carried unanimously.

1. [Consider approval of the Minutes of the Tuesday, September 17, 2024, Regular City Council Meeting.](#)

Attachments: [091724 Minutes](#)

Approved.

2. [Consider a resolution approving the purchase and installation of a replacement roof for the Library Annex, from Tekton Commercial Roofing, of Argyle, Texas, through The Interlocal Purchasing System \(TIPS\) Cooperative Purchasing Program, for the Facilities Department; and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.](#)

Attachments: [Library Annex Roof Replacement Resolution](#)
[FOTL Roof Proposal - Tekton](#)
[138T Manual and Details](#)

Resolution No. 4839 hereby approves the purchase and installation of a replacement roof from Tekton Commercial Roofing, of Argyle, Texas through The Interlocal Purchasing System (TIPS) Purchasing Cooperative in the total amount of \$59,560.00; and further authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

3. [Consider a resolution nominating candidates for the Tarrant Appraisal District \(TAD\) Board of Directors.](#)

Attachments: [100124_TAD Nomination Resolution](#)
[September 2024 BOD Appointment Letter for 2025-2026 term](#)
[2025-2026 term BOD Vote Allocation](#)

Resolution No. 4840 nominates the following individual to serve on the Tarrant Appraisal District Board of Directors: Mike Alfred.

G. OLD BUSINESS

1. [Consider a resolution approving a Final Plat with two variances for the Diemand-Mueller Addition, a proposed residential subdivision with two single-family lots, on 2.774 acres of land, approximately 500 feet southeast of the Bourland Road and Lavena Street intersection, legally described as Lots 1 and 2, Block 1 of the Diemand-Mueller Addition, zoned Single-Family 36,000 minimum square-foot lots \(SF-36\), and addressed 569 Lavena Street. Lisa Diemand and Robert Mueller, Owners. Pentavia Custom Homes, Applicant. \(PLAT-2408-0003\)](#)

Attachments: [091724 569 Lavena Plat Resolution](#)
[091724 569 Lavena Plat Exhibit A](#)
[091724 569 Lavena Plat MAPS](#)
[091724 569 Lavena Plat Applicant Letter](#)
[Applicant Presentation: Lavena City Council Presentation Oct 1st, 2024](#)
[Staff Presentation: 569 Lavena Plat](#)

Director of Community Development Sarah Hensley gave a presentation relating to the request for a Final Plat with two variances for the Diemand-Mueller Addition, addressed 569 Lavena Street.

Mrs. Lisa Diemand, property owner, addressed the City Council and gave a presentation regarding the request for the Final Plat.

Discussion was held by the City Council.

A motion was made by Mayor Armin Mizani, seconded by Mayor Pro Tem Ross McMullin, to deny the request for a Final Plat with two variances for the Diemand-Mueller Addition, located at 569 Lavena Street. The motion carried unanimously.

H. NEW BUSINESS - None

I. EXECUTIVE SESSION

1. **Section 551.072, Texas Government Code - Deliberation Regarding Real Property; Closed Meeting. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.**
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 - a. [City Manager](#)
3. **Adjourn into Open Meeting.**
4. **Action on Executive Session Items 1a, 1b, and 2a if necessary.**

J. ADJOURN

Mayor Armin Mizani adjourned the Regular City Council Meeting at 7:58 P.M., and announced that Work Session will reconvene in the Pre-Council Chamber.

Mayor

City Secretary