



City of Keller
City Council
Meeting Minutes

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

Monday, November 20, 2023

PRE-COUNCIL MEETING 5:00 P.M.

A. CALL TO ORDER - Mayor Armin R. Mizani

Mayor Armin Mizani called the Pre-Council Meeting to order at 5:02 P.M.

The following City Council Members were present:

Mayor Armin Mizani

Council Member Shannon Dubberly

Council Member Sean Hicks (arrived at 5:45 P.M. by videoconference)

Council Member Jessica Juarez

Council Member Tag Green

Council Member Chris Whatley (arrived at 7:00 P.M.)

Mayor Pro Tem Ross McMullin

The following City Staff members were present: City Manager Mark Hafner, City Attorney Stan Lowry (by tele-conference), City Secretary Kelly Ballard, Director of Community Services Cody Maberry, Director of Administrative Services Aaron Rector, Director of Public Works Alonzo Liñán, Director of Community Development Sarah Hensley, Director of Human Resources Marcia Reyna, Director of Economic Development Mary Culver, Police Chief Bradley G. Fortune, and Fire Chief Bobby Tatum Jr.

B. DISCUSS AND REVIEW AGENDA ITEMS

The City Council discussed and reviewed the agenda items.

C. EXECUTIVE SESSION - None

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

D. WORK SESSION

1. [Mt. Gilead Road Public Input Meeting Update](#)

Director of Public Works Alonzo Liñán gave a presentation relating to the Mt. Gilead Road Public Input Meeting.

2. [Discuss Medical and Spa-related uses, and allowed uses in the Town Center Zoning District](#)

Attachments: [CC Spa SUP Decisions 2016-2023](#)

[Work Session - TC - MedSpas](#)

Director of Community Development Sarah Hensley, Director of Economic Development Mary Culver, and Planning Consultant Iván Gonzalez, gave a presentation relating to Medical and Spa-related uses in the Town Center Zoning District.

3. [Discuss electronic marquees/signage](#)
4. [Discuss Commercial Corridors](#)

Mayor Armin Mizani addressed the City Council regarding Mixed-Used development in Old Town Keller. Council Members Whatley, Juarez, and Green spoke that they would not be in support of rentals, but would consider owner-occupied residential. Council Member Dubberly stated that he would prefer restaurants and that owner-occupied housing would be preferred over rentals. Mayor Pro Tem McMullin has concerns with quality and parking.

5. [City Council Updates on Boards and Commissions](#)

The City Council discussed appointments to City Boards and Commissions.

E. ADJOURN

Mayor Armin Mizani recessed the Pre-Council Meeting at 7:00 P.M., reconvened at 9:00 P.M., and adjourned the Pre-Council Meeting at 9:38 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 7:07 P.M.

B. INVOCATION

Mayor Armin Mizani 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. PRESENTATIONS

1. [Keller ISD Future Farmers of America \(FFA\) Competition Team](#)

The Keller ISD FFA Agriculture Issues Team gave their presentation to the City Council and guests in preparation for an upcoming competition.

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. Tommy Beck, 1234 Valley Ridge Dr.; Mr. Jack Slay, 1221 Valley Ridge Dr.; Ms. Debbie Smith, 407 Mount Gilead Road; Mrs. Rachel Raggio, 1211 Valley Ridge Drive; and Mr. Mike Raggio, 1211 Valley Ridge Drive; expressed their concerns with the Mount Gilead Road reconstruction project.

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 Council Member Shannon Dubberly, seconded by Council Member Jessica Juarez, to approve the Consent Agenda. The motion carried unanimously.

1. [Consider approval of the Minutes of the Tuesday, November 7, 2023 Regular City Council Meeting.](#)

Attachments: [110723 Minutes](#)

Approved.

2. [Consider a resolution authorizing the City Manager to execute an Interlocal Agreement between the Cities of Keller, Southlake, Grapevine and Colleyville, Texas, for participation in the Metroport Teen Court Program, effective October 1, 2023.](#)

Attachments: [112023 TeenCourt Resolution](#)
[112023 Teen Court Exhibit A.pdf](#)

Resolution No. 4719 approves an Interlocal Agreement between the Cities of Keller, Southlake, Grapevine and Colleyville, Texas, for participation in the Metroport Teen Court Program, effective October 1, 2023, in accordance with the terms and conditions set forth in said Agreement; and further authorizes the City Manager to execute said Agreement on behalf of the City of Keller, Texas.

3. [Consider a resolution approving an Interlocal Agreement with Tarrant County for the South Elm Street Reconstruction Project; and authorizing the City Manager to execute said agreement on behalf of the City of Keller, Texas.](#)

Attachments: [112023 TCEImBond Resolution](#)
[112023 TCEImBond InterlocalAgreement](#)
[112023 TCEImBond StaffAttachment](#)

Resolution No. 4720 approves an Interlocal Agreement with Tarrant County to share in the cost for the reconstruction of South Elm Street; and further authorizes the City Manager to execute said Interlocal Agreement on behalf of the City of Keller, Texas.

4. [Consider a resolution approving the bid from CGC General Contractors, Inc., of Haltom](#)

City, Texas, for the Town Hall Restroom Renovation Project, for the Facilities Department; and authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

Attachments: [Town Hall Restroom Renovation Resolution](#)
[CGC GENERAL CONTRACTORS](#)
[Bid Tab Town Hall Restroom Renovations 2023](#)

Resolution No. 4721 approves the bid for the Town Hall Restroom Renovation Project, from CGC General Contractors, Inc., of Haltom City, Texas; in the amount of \$97,400.00, for the Facilities Department, and further authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

5. Consider a resolution approving an agreement for Design Services and Contract Administration with Kimley Horn and Associates, Inc., of Dallas, Texas, relating to the Phase I of the 377 Median Landscape Improvement Project, for the Parks and Recreation Department, and further authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

Attachments: [112023_377 Median Landscape Resolution](#)
[112023_US 377 Medians Keller_v3 KH signed](#)

Resolution No. 4722 approves an agreement for Professional Services for Phase I of the 377 median landscape improvement project with Kimley Horn and Associates, Inc., of Dallas Texas; in the amount of \$89,000.00, 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.

6. Consider a resolution authorizing the City Manager to execute a sixty (60) month rental agreement addendum with UBEO of North Texas, Inc., of Fort Worth, Texas, through the State of Texas Department of Information Resources (DIR) Cooperative Purchasing Program, relating to the replacement, rental, and maintenance of five (5) Ricoh copier/multi-function devices located throughout city facilities, for the Information Technology Department.

Attachments: [112023 UBEO Contract Resolution.docx](#)
[112023 UBEO Contract Exhibit A.pdf](#)

Resolution No. 4723 approves the sixty (60) month rental agreement with UBEO of North Texas, Inc., of Fort Worth, Texas, through the State of Texas Department of Information Resources (DIR) Cooperative Purchasing Program, relating to the replacement, rental, maintenance, and upgrade of five (5) Ricoh copier/multi-function devices located throughout city facilities, for the Information Technology Department, in an estimated quarterly amount of \$4,016.25, and a total estimated annual cost of \$16,065.00; and further authorizes the City Manager to execute said agreement relating thereto on behalf of the City of Keller, Texas.

G. ELECTIONS

1. Consider a resolution canvassing the Special Election duly held in the City of Keller.

[Texas, on the 7th day of November 2023, for the reauthorization of a local sales and use tax for street maintenance at the rate of one-fourth of one percent.](#)

Attachments: [112023_Canvassing Nov 7 Election Res.](#)

[112023_Canvassing Nov 7 Election Cumulative Results](#)

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4724 canvassing the Special Election duly held in the City of Keller, Texas, on the 7th day of November 2023, for the reauthorization of a local sales and use tax for street maintenance at the rate of one-fourth of one percent, and shows the following results:

Proposition A

The reauthorization of the local sales and use tax in the City of Keller, Texas at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized.

FOR: 4,435 --- 83.77%

AGAINST: 859 --- 16.23%

The motion carried unanimously.

H. OLD BUSINESS

1. [Reconsider a resolution approving the proposal from Flock Safety Group for the purchase of Flock Safety Automated License Plate Reader \(ALPR\) system and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.](#)

Attachments: [KPD Flock Resolution](#)

[Quote 20230605_164352](#)

[Attestation of Data Deletion](#)

[Work Session Flock Safety ALPR Presentation](#)

Police Chief Bradley G. Fortune gave a presentation relating to the reconsideration of the proposal from Flock Safety Group for the purchase of Flock Safety Automated License Plate Reader (ALPR) system.

Vice President of Policy and Communications Josh Thomas, Flock Safety Group, addressed the City Council regarding the proposal.

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Jessica Juarez, to approve Resolution No. 4725 approving the proposal from Flock Safety Group for the purchase of Flock Safety Automated License Plate Reader (ALPR) system and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas, with

the condition that the Chief of Police will report back to the City Council with an update in June 2024. The motion carried by the following vote:

AYE: 6 - Council Member Sean Hicks, Council Member Jessica Juarez, Council Member Tag Green, Mayor Armin Mizani, Council Member Chris Whatley, and Mayor Pro Tem Ross McMullin.

NAY: 1 - Council Member Shannon Dubberly.

I. NEW BUSINESS

1. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for Beauty Boss Studio, a lash studio in an existing 728 square-foot lease space on 0.172 acres, situated at the intersection of South Main and West Olive streets, legally described as a portion of Lot 3, Block 5 of the Keller, City Addition zoned Old Town Keller \(OTK\) and addressed as 234 S. Main St., Ste. B. Hannah Bland, Applicant. Cary Moon, Owner. \(SUP-23-0028\)](#)

Attachments: [112023 BeautyBossSUP Ordinance](#)
[112023 BeautyBossSUP AerialZoning](#)
[112023 BeautyBossSUP StaffAttachment](#)
[I-1 Beauty Boss SUP Presentation](#)

Planner Amber Washington gave a presentation relating to the request for a SUP for Beauty Boss Studio, a lash studio in an existing 728 square-foot lease space at 234 S. Main St., Ste. B.

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

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Chris Whatley, to close the public hearing. The motion carried unanimously.

A motion was made by Council Member Chris Whatley, seconded by Council Member Shannon Dubberly, to approve Ordinance No. 2146 approving a Specific Use Permit (SUP) for Beauty Boss Studio, a lash studio in an existing 728 square-foot lease space on 0.172 acres, situated at the intersection of South Main and West Olive streets, legally described as a portion of Lot 3, Block 5 of the Keller, City Addition zoned Old Town Keller (OTK) and addressed as 234 S. Main St., Ste. B. The motion carried unanimously.

2. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for a Surgical Outpatient Facility, for Millrock Investment Fund 1, LLC, in an existing 10,389 square-foot building on approximately 1.72 acres, legally described as Lot 10, Block B of Keller Town Center Addition, situated approximately 300 feet southwest of the intersection of Country Brook Drive and Keller Parkway, zoned Town Center Medical Overlay District and addressed as 1220 Keller Parkway. Brent Smith, Millrock Investment Fund 1, LLC, Owner/Applicant. \(SUP-23-0030\)](#)

Attachments: [112023 1220 Keller Pkwy SUP Ordinance](#)
[112023 1220 Keller Pkwy SUP MAPS](#)
[112023 1220 Keller Pkwy SUP Site and Floor Plan](#)
[112023 1220 Keller Pkwy SUP App and Narrative](#)
[I-2 1220 Keller Pkwy SUP Presentation](#)

Community Development Director Sarah Hensley gave a presentation relating to the request for a SUP for a Surgical Outpatient Facility, in an existing 10,389 square-foot building, at 1220 Keller Parkway.

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

A motion was made by Mayor Armin Mizani, seconded by Council Member Tag Green, to close the public hearing. The motion carried unanimously.

A motion was made by Mayor Armin Mizani, seconded by Council Member Shannon Dubberly, to approve Ordinance No. 2147 approving a Specific Use Permit (SUP) for a Surgical Outpatient Facility, for Millrock Investment Fund 1, LLC, in an existing 10,389 square-foot building on approximately 1.72 acres, legally described as Lot 10, Block B of Keller Town Center Addition, situated approximately 300 feet southwest of the intersection of Country Brook Drive and Keller Parkway, zoned Town Center Medical Overlay District and addressed as 1220 Keller Parkway. The motion carried unanimously.

Mayor Armin Mizani recessed the Regular City Council Meeting at 8:47 P.M. to continue the Work Session discussions, and reconvened at 9:38 P.M.

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

Attachments: [112023 Public Arts Board Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4726 appointing the following members to serve on the Keller Public Arts Board for a two-year term ending November 30, 2025:

Place 1 – Paul Dippolito

Place 2 – Dorene Badalamenti

Place 3 – Brenda Wyatt

Alternate 1 – Leslie Bacak

The following member shall be appointed to serve on the Keller Public Arts Board for an unexpired term ending November 30, 2024:

Alternate 2 – Timothy Fontenot

The following member shall be appointed to serve as chairperson for a term of one (1) year or until their successor has been duly appointed or elected for said board: Brenda Wyatt

The motion carried unanimously.

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

Attachments: [112023 Economic Development Board Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4727 appointing the following members to serve on the Keller Economic Development Board for a two-year term ending November 30, 2025:

Place 5 – Loren Whitten

Place 6 – Bob Stephenson

Place 7 – Bassel Korkor

Alternate Member 1 – Jim Fletcher Jr.

The following member shall be appointed to serve on the Keller Economic Development Board for an unexpired term ending November 30, 2024:

Alternate Member 2 – Steve White

The motion carried unanimously.

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

Attachments: [112023 Zoning Board of Adjustment Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4728 appointing the following members to serve on the Zoning Board of Adjustment for a two-year term ending November 30, 2025:

Place 2 – Michael McClement

Place 4 – Bill Schlegel

Alternate 2 – William Thorne

The following member shall be appointed to serve as chairperson for a term of one (1) year or until their successor has been duly appointed or elected for said board: Matthew Gilpin

The motion carried unanimously.

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

Attachments: [112023 Library Board Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4729 appointing the following members to

serve on the Library Board for a two-year term ending November 30, 2025:

Place 1 – Karen Hibbs

Place 2 – Jennifer White

Place 3 – Mona Ford

Place 6 – David Russell

Alternate 1 – Jill Foley

The following member shall be appointed to serve on the Library Board for an unexpired term ending November 30, 2024:

Alternate Member 2 – Laura Alexander

The following member shall be appointed to serve as chairperson for a term of one (1) year or until their successor has been duly appointed or elected for said board: Mona Ford

The motion carried unanimously.

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

Attachments: [112023 Parks and Recreation Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. appointing the following members to serve on the Parks and Recreation Board for a two-year term ending November 30, 2025:

Place 5 – Judy Sether

Place 6 – Jenilee Harwell

Place 7 – Raylene Moore

Alternate 1 – Wed Cope

The following member shall be appointed to serve on the Parks and Recreation Board for an unexpired term ending November 30, 2024:

Alternate 2 – Katelyn McCormack

The following member shall be appointed to serve as chairperson of the Parks and Recreation Board for a term of one (1) year or until their successor has been duly appointed or elected for said board: Felix Mira

The motion carried unanimously.

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

Attachments: [112023 P & Z Commission Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4731 appointing the following members to serve on the Planning and Zoning Commission for a two-year term ending

November 30, 2025:

Place 5 – Ross Brensinger

Place 6 – John Baker

Place 7 – Gregory Will

Alternate 1 – Gigi Gupta

The following member shall be appointed to serve on the Planning and Zoning Commission for an unexpired term ending November 30, 2024:

Alternate 2 – Luz Rodriguez

The following member shall be appointed to serve as chairperson for a term of one (1) year or until their successor has been duly appointed or elected for said board: Paul Alvarado

The motion carried unanimously.

9. [Consider a resolution appointing members and a chairperson to the Senior Citizens Advisory Board.](#)

Attachments: [112023 Senior Citizens Advisory Board Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4732 appointing the following members to serve on the Keller Senior Citizens Advisory Board for a two-year term ending November 30, 2025:

Place 1 – Peggy Wadsworth

Place 3 – Anant Gairola

Place 5 – Sandi Janacek

Place 7 – Carol Rubino

Alternate 1 – Gloria Allen

The following member shall be appointed to serve on the Senior Citizens Advisory Board for an unexpired term ending November 30, 2024:

Alternate 2 – Brandon Soltwisch

The following member shall be appointed to serve as chairperson for a term of one (1) year or until their successor has been duly appointed or elected for said board: Anant Gairola

The motion carried unanimously.

10. [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.](#)

Attachments: [112023 KCCPD Appointment Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris

Whatley, to approve Resolution No. 4733 appointing the following persons as members of the Board of Directors for the Keller Crime Control and Prevention District Board for a two year term ending September 1, 2025:

Citizens-at-large:

Place 5 – Kathy Sherwin

Place 6 – Thomas Shehan

Place 7 – Trevor Palmeri

The motion carried unanimously.

11. [Consider a resolution appointing members to the Keller Development Corporation Board of Directors.](#)

Attachments: [112023 KDC Appointments Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4734 appointing the following members to serve on the Board of Directors of the Keller Development Corporation for a two-year term ending November 30, 2025:

Place 5 – Craig Norton

Place 6 – Sean Atendido

The motion carried unanimously.

12. [Consider a resolution appointing a member to the Metroport Teen Court Advisory Board.](#)

Attachments: [112023 Metroport Teen Court Resolution](#)

A motion was made by Mayor Armin Mizani, seconded by Council Member Chris Whatley, to approve Resolution No. 4735 appointing the following member to serve on the Metroport Teen Court Advisory Board, representing the City of Keller, Texas as a participating city of the Metroport Teen Court Program, for an unexpired term ending November 30, 2024:

Citizen – Rebecca Tovar

The motion carried unanimously.

J. EXECUTIVE SESSION - None

Executive Session was not held during the Regular Meeting.

K. ADJOURN

Mayor Armin Mizani adjourned the Regular City Council Meeting at 9:45 P.M.

Rollcall

Mayor

City Secretary