



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 3, 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 5:01 P.M.

The following City Council Members were present:

Mayor Armin Mizani
Council Member Shannon Dubberly
Council Member Sean Hicks
Council Member Jessica Juarez (arrived at 7:00 P.M)
Council Member Tag Green
Mayor Pro Tem Ross McMullin

Council Member Chris Whatley was absent.

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

B. DISCUSS AND REVIEW AGENDA ITEMS

City Council discussed and reviewed the agenda items.

C. EXECUTIVE SESSION

Mayor Armin Mizani recessed the Pre-Council Meeting at 5:05 P.M. so that the City Council could meet in an Executive Session in accordance with State Law.

1. Section 551.087, Texas Government Code - Deliberation Regarding Economic Development Negotiations.

(1) To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or

(2) To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.

1. [137 E. Hill Street](#)
2. [957 Keller Parkway](#)

2. Adjourn into Open Meeting.

Mayor Armin Mizani adjourned the Executive Session and called the Pre-Council Meeting back to order at 5:56 P.M.

3. Action on Executive Session Item 1 if necessary.

No action was taken.

D. WORK SESSION

1. [Capital Improvement Projects Update](#)

Assistant Public Works Director Chad Bartee gave an update on current Capital Improvements Projects.

E. ADJOURN

Mayor Armin Mizani adjourned the Pre-Council Meeting at 6:01 PM.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Mayor Armin R. Mizani

Mayor Armin Mizani called the Regular Meeting to order at 7:01 PM.

B. INVOCATION - Mr. Troy Godwin, Administrative Pastor at Bear Creek Bible Church

The Invocation was lead by Mr. Troy Godwin, Administrative Pastor at Bear Creek Bible Church.

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

1. [Fire Prevention Week](#)

Mayor Armin Mizani presented proclamation to Fire Chief Bobby Tatum, Jr. declaring October 8 to October 14, 2023 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.

Ms. Linda Taylor, 1201 Bourland Road, expressed her concerns with the City's notification methods for the Mount Gilead reconstruction projects. Ms. Taylor requested that all residents on Bourland Road and surrounding HOA's receive written notice of public input meetings.

Mr. Vincent Puente, 404 Forest River Circle, Fort Worth, requested the City Council's nomination as a candidate for the Tarrant Appraisal District (TAD).

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 19, 2023 Regular City Council Meeting.](#)

Attachments: [091923 Minutes](#)

Approved.

2. [Consider a resolution approving an agreement for Design Services and Contract Administration with Kimley Horn and Associates, Inc., of Dallas, Texas, relating to the Texas Department of Transportation 2024 Green Ribbon Project for 1709, and further authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

Attachments: [1709 TxDOT 2024 Green Ribbon Design Contract Resolution](#)
[2023-09-12 Keller GR Ph 2 Contract KH Signed](#)
[2023-04-28 Keller Green Ribbon FY24 Application US 377](#)

Resolution No. 4707 approves an agreement for Professional Services for the Texas Department of Transportation 2024 Green Ribbon Project for 1709 with Kimley Horn and Associates, Inc., of Dallas Texas; in the amount of \$70,500.00, 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.

3. [Consider a resolution approving a Joint Election Agreement and Contract for Election Services with the Tarrant County Elections Administrator, to conduct the City of Keller Special Election, to consider the question of the reauthorization of a Sales and Use Tax for Street Maintenance of one-fourth of one percent, to be held on Tuesday, November 7, 2023 and authorizing the Mayor to execute said agreement on behalf of the City of Keller, Texas.](#)

Attachments: [100323 110723 Election Contract Resolution](#)
[100323 110723 Election Contract](#)
[100323 110723 Election Contract Attachment A](#)
[100323 110723 Election Contract Attachment B](#)

Resolution No. 4708 approves a Joint Election Agreement and Contract for Election Services with the Tarrant County Elections Administrator, to conduct the City of Keller Special Election, to consider the question of the reauthorization of a Sales and Use Tax for Street Maintenance of one-fourth of one percent, to be held on Tuesday, November 7, 2023, in accordance with the terms and conditions set forth in said Agreement and Contract.

G. OLD BUSINESS - None

H. NEW BUSINESS

1. [Consider a resolution approving a Chapter 380 Economic Development Program Agreement, pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the city's economic development policy, with Pickleball Kingdom - Keller, who has contracted to acquire and construct a 44,000 square foot sports facility at 957 Keller Parkway on 4.02 acres legally described as Lots 3R-1R3 and 3R-1R4 of the Bluebonnet Trails Addition; and authorizing the City Manager to execute said documents on behalf of the City of Keller, Texas.](#)

Attachments: [Pickleball Kingdom CC Memo 20231003](#)
[Exhibit A.1 - Resolution](#)
[Exhibit A - Pickleball Kingdom 380 Agreement](#)
[Exhibit A.2 - Survey](#)
[H-1 Pickleball Kingdom Presentation](#)

Economic Development Director Mary Culver gave a presentation relating to the request

for a City of Keller Chapter 380 Economic Development Program Agreement for a recreational pickleball facility at 957 Keller Parkway.

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4709 approving a Chapter 380 Economic Development Program Agreement, pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the city's economic development policy, with Pickleball Kingdom - Keller, who has contracted to acquire and construct a 44,000 square foot sports facility at 957 Keller Parkway on 4.02 acres legally described as Lots 3R-1R3 and 3R-1R4 of the Bluebonnet Trails Addition; and authorizing the City Manager to execute said documents on behalf of the City of Keller, Texas. The motion carried by the following vote:

AYE: 5 - Council Member Shannon Dubberly, Council Member Sean Hicks, Mayor Armin Mizani, Council Member Tag Green, and Mayor Pro Tem Ross McMullin.

NAY: 1 - Council Member Jessica Juarez.

2. [Consider a resolution approving a Chapter 380 Economic Development Agreement pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Black-Chaffins Development LLC owner of the property located at 136 East Hill Street, Keller, TX 76248 for a City of Keller Façade Improvement Grant.](#)

Attachments: [10032023 Exhibit A.1 Resolution 136 E Hill](#)
[10032023 Exhibit A Proposed 380 Agreement 136 E Hill](#)
[10032023 Exhibit A.2 136 E Hill FIG Application](#)
[10032023 Exhibit A.3 Resolution No. 4371](#)
[136 Hill St FIG Presentation](#)

Economic Development Director Mary Culver gave a presentation relating to the request for a City of Keller Façade Improvement Grant for property located at 136 Hill Street.

A motion was made by Council Member Sean Hicks, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4710 approving a Chapter 380 Economic Development Agreement pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Black-Chaffins Development, LLC, owner of the property located at 136 Hill Street, Keller, Texas, for a City of Keller Façade Improvement Grant, in an amount not to exceed \$10,000; and further authorizes the City Manager to execute said documents on behalf of the City of Keller, Texas. The motion carried unanimously.

3. [Consider a resolution approving a Chapter 380 Economic Development Agreement, pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Janae Samuel of Golden Haus, owner of the property located at 126 Taylor Street, Keller, TX 76248 for a City of Keller Façade Improvement Grant.](#)

Attachments: [10032023 Exhibit A.1 Resolution 126 Taylor St](#)
[10032023 Exhibit A Proposed 380 Agreement 126 Taylor St](#)
[10032023 Exhibit A.2 126 Taylor FIG Application](#)
[10032023 Exhibit A.3 Resolution No. 4371](#)
[126 Taylor St FIG Presentation](#)

Economic Development Director Mary Culver gave a presentation relating to the request for a City of Keller Façade Improvement Grant for Golden Haus, at 126 Taylor Street.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Sean Hicks, to approve Resolution No. 4711 approving a Chapter 380 Economic Development Agreement, pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Janae Samuel of Golden Haus, owner of the property located at 126 Taylor Street, Keller, Texas, for a City of Keller Façade Improvement Grant, in an amount not to exceed \$10,000; and further authorizes the City Manager to execute said documents on behalf of the City of Keller, Texas. The motion carried unanimously.

4. [Consider a resolution approving a Chapter 380 Economic Development Agreement, pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Calli Wang of North Texas Whole Health Wellness Center, owner of the property located at 413 Keller Parkway, Keller, TX 76248 for a City of Keller Façade Improvement Grant.](#)

Attachments: [10172023 Exhibit A.1 Resolution 413 Keller Pkwy](#)
[10172023 Exhibit A Proposed 380 Agreement 413 Keller Pkwy](#)
[10172023 Exhibit A.2 413 Keller Pkwy FIG Application](#)
[10172023 Exhibit A.3 Resolution No. 4371](#)
[G-1 - 413 Keller Pkwy FIG Presentation](#)

Economic Development Director Mary Culver announced that the applicant has requested the agenda item to be tabled to the October 17, 2023 Regular City Council Meeting.

A motion was made by Council Member Tag Green, seconded by Council Member Jessica Juarez, to table the request to the October 17, 2023 Regular City Council Meeting. The motion carried unanimously.

5. [Consider a resolution approving a Chapter 380 Economic Development Agreement pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Houghton Horns LLC located at 137 East Hill Street, Keller, TX 76248 for a City of Keller Façade Improvement Grant.](#)

Attachments: [10032023 Exhibit A.1 137 Hill St Resolution](#)
[10032023 Exhibit A Proposed 380 Agreement 137 Hill St](#)
[10032023 Exhibit A.2 137 Hill FIG Application](#)
[10032023 Exhibit A.3 Resolution No. 4371](#)
[137 Hill FIG Presentation](#)

Economic Development Director Mary Culver gave a presentation relating to the request for a City of Keller Façade Improvement Grant for Houghton Horns LLC, at 137 Hill Street.

A motion was made by Council Member Sean Hicks, seconded by Council Member Shannon Dubberly, to approve Resolution No. 4712 approving a Chapter 380 Economic Development Agreement pursuant to Chapter 380 of the Texas Local Government Code, and pursuant to the City's Economic Development Policy, with Houghton Horns LLC, business at the property located at 137 Hill Street, Keller, Texas, for a City of Keller Façade Improvement Grant, in an amount not to exceed \$10,000; and further authorizes the City Manager to execute said documents on behalf of the City of Keller, Texas. The motion carried unanimously.

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

Attachments: [100323 TAD Nomination Resolution](#)
[September 2023 BOD Appointment Letter for 2024-2025 term w merge fields](#)
[2024-2025 term BOD Vote Allocation](#)

A motion was made by Council Member Shannon Dubberly, seconded by Mayor Pro Tem Ross McMullin, to approve Resolution N. 4713 nominates the following individuals to serve on the Tarrant Appraisal District Board of Directors:

**Rich DeOtte
Gary Losada
Vince Puente, Sr.**

The motion carried unanimously.

I. EXECUTIVE SESSION

Executive Session was not held during the Regular Meeting.

1. **Section 551.087, Texas Government Code - Deliberation Regarding Economic Development Negotiations.**

(1) To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or

(2) To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision.

1. [137 E. Hill Street](#)

2. [957 Keller Parkway](#)

2. Adjourn into Open Meeting.

3. Action on Executive Session Item 1 if necessary.

J. ADJOURN

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Shannon Dubberly, to adjourn the City Council Meeting at 7:41 P.M. The motion carried unanimously.

Mayor

City Secretary