



City of Keller

City Council

Meeting Minutes

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

Tuesday, December 16, 2025

PRE-COUNCIL MEETING 5:00 P.M.

A. CALL TO ORDER - Mayor Armin R. Mizani

Mayor Mizani called the meeting to order at 5:01 P.M.

PRESENT: Mayor Armin Mizani, Mayor Pro Tem Ross McMullin, Council Member Shannon Dubberly, Council Member Gregory Will, Council Member Karen Brennan, Council Member Tag Green, and Council Member Chris Whatley.

The following City staff members were present: City Manager Aaron Rector, City Attorney Stan Lowry, City Secretary Kelly Ballard, Chief Financial Officer Bryan Rebel, Director of Public Works Alonzo Linan, Development Services Director Sarah Hensley, Assistant Economic Development Director Anna Erwin, Police Chief Bradley G. Fortune, and Interim Fire Chief Charlie Skaggs.

B. DISCUSS AND REVIEW AGENDA ITEMS

The City Council discussed and reviewed agenda items.

C. EXECUTIVE SESSION

The City Council recessed into Executive Session at 5:11 P.M. in compliance with the Texas Government Code.

1. **Section 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING. A governmental body may not conduct a private consultation with its attorney except:**
 - (1) **when the governmental body seeks the advice of its attorney about:**
 - (A) pending or contemplated litigation; or
 - (B) a settlement offer; or
 - (2) **on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.**
 - a. [Appeal by Alliance Rugby Club regarding Keller Sports Park.](#)
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. [Discuss City Manager Performance Evaluation Process](#)

3. Adjourn into Open Meeting.

The Executive Session concluded and the open meeting reconvened at 6:00 P.M.

4. Action on Executive Session Items 1 and 2 if necessary.

No action was taken.

D. WORK SESSION

1. [Discuss the Appeal from Alliance Rugby Club regarding Keller Sports Park Exclusion](#)

Council discussed the appeal submitted by the Alliance Rugby Club regarding exclusion from Keller Sports Park. Staff reviewed the background of the sports park user agreement and reiterated that the facility is intended primarily for youth athletic use. Discussion focused on field wear, safety considerations, and the increased impact associated with adult rugby activities. Council consensus was to uphold the current policy and exclusion, while remaining open to future discussion if conditions warrant.

2. [Capital Improvement Projects Update](#)

Staff provided updates on ongoing Capital Improvement Projects, including street and infrastructure projects and coordination with Tarrant County. Updates included anticipated timelines for the North Pearson Street project, recent pothole repairs, and water infrastructure improvements funded through ARPA, including generator installations to improve system resilience.

3. [Discuss Water Conservation Fines](#)

Council discussed proposed updates to water conservation enforcement policies, including a potential transition to a progressive, administrative fee-based enforcement model using AMI data. Discussion included current watering restrictions, regional water supply challenges, and the importance of public education and communication. Council directed staff to return in January with proposed ordinance amendments and an implementation plan.

E. ADJOURN

The Pre-Council Meeting adjourned at 6:40 P.M.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Mayor Armin R. Mizani

B. INVOCATION

Council Member Tag Green gave the invocation.

C. PLEDGE OF ALLEGIANCE

Mayor Mizani led the Pledges.

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. [Keller Farmers Market Proclamation](#)

Mayor Mizani issued a proclamation recognizing the 15th Anniversary of the Keller Farmers Market. Executive Director Sheri Almond addressed Council and attendees regarding the milestone.

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 three business days' 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.

Father Alan Bentrup, 5594 Misty Meadow, North Richland Hills, expressed thanks to Keller Public Safety for their assistance with a recent event and threats.

Ms. Lisa Meade Cotton, 505 Charles Street; and Mr. Lendon Wilson, 505 Charles Street, expressed concerns with flooding onto the property from a commercial property in close proximity.

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 Gregory Will, to approve the Consent Agenda. The motion carried unanimously.

1. [Consider approval of the Minutes of the Tuesday, December 2, 2025 Regular City Council Meeting.](#)
Approved.
2. [Consider a resolution authorizing the use of the Competitive Sealed Proposal method for the Mount Gilead Reconstruction project and delegating authority to the City Manager or his designee to utilize the Competitive Sealed Proposal method.](#)

Resolution No. 5010 authorizes the authority to the City Manager, or his designee to implement the Competitive Sealed Proposal method for the Mount Gilead Road Reconstruction project as allowed under State of Texas Government Code Chapter 2269, Subchapter D, and take any further action of the City Council, provided all supporting statutory findings have been made by the City Manager or his designee except that execution of the final construction delivery contract will require the subsequent approval of

the City Council.

3. [Consider an amendment to the City of Keller Code of Ordinances by amending Chapter 18, Article II, Section 18-210, School Zone Speed Provisions, by amending paragraph \(2\)a to reflect a change in the school zone limits for the Hidden Lakes Elementary school; establishing an effective date; and authorizing publication.](#)

Resolution No. 5011 approves an amendment to the City of Keller Code of Ordinances by amending Chapter 18, Article II, Section 18-210, School Zone Speed Provisions, by amending paragraph (2)a to reflect a change in the school zone limits for the Hidden Lakes Elementary school; establishing an effective date; and authorizing publication.

4. [Consider a resolution rejecting all proposals received for the Rehabilitation of the 1.0 MG Keller Smithfield Elevated Storage Tank Project, 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. 5012 rejects all proposals for the Rehabilitation of the 1.0 MG Keller Smithfield Elevated Storage Tank Project.

5. [Consider a resolution approving the purchase of concrete repair and replacement services from C.I. Pavement, of Grand Prairie, Texas; for the Public Works Department related to the 2026 Sidewalk Repair Project, through The Interlocal Purchasing System \(TIPS-USA\) purchasing cooperative; and authorizing the City Manager, or designee, to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 5013 approves the purchase of Concrete Repair and Replacement Services from C.I. Pavement of Grand Prairie, Texas through the TIPS-USA purchasing cooperative in an amount not to exceed \$350,000.00 and further authorizes the City Manager, or designee, 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 Neel-Schaffer, of Arlington, Texas; to provide professional program management and engineering services for the Public Works Department related to the 2026 Sidewalk Construction Program, and authorize the City Manager, or designee, to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 5014 approves a Professional Services Agreement with Neel-Schaffer, of Arlington, Texas, to provide professional program management and engineering services for the Public Works Department related to the 2026 Sidewalk Construction Program, in an amount not to exceed \$315,000.00, and further authorizes the City Manager, or his designee, to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

7. [Consider a resolution approving the purchase of On-Call Concrete Installation Services from C.I. Pavement of Grand Prairie, Texas for the Public Works Department related to the 2026 Sidewalk Construction Project, through The Interlocal Purchasing System \(TIPS-USA\) purchasing cooperative; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 5015 approves the purchase of on-call concrete installation services from C.I. Pavement, of Grand Prairie, Texas, through the TIPS-USA purchasing cooperative, in

an amount not to exceed \$785,000.00, and authorizes the City Manager, or his designee, to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

8. [Consider a resolution approving the purchase of Pavement Condition Assessment Services from International Cybernetics Corporation \(ICC-IMS\) of Largo, Florida, through the TxShare purchasing cooperative, for the Public Works Department related to the 2026 Pavement Condition Survey; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 5016 approves an Agreement for Professional Services with International Cybernetics Corporation (ICC-IMS) of Largo, Florida, through the TxShare purchasing cooperative, in the total amount of \$94,430.00, in accordance with the terms and conditions set forth in said Agreement, and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

9. [Consider a resolution approving an amendment to the Interlocal Agreement with the Cities of Southlake, Colleyville, Roanoke, and the Towns of Trophy Club and Northlake for the continued operation of the North Tarrant Regional SWAT Team and authorizing the City Manager to execute all necessary documents.](#)

Resolution No. 5017 approves the Amended and Restated North Tarrant Regional SWAT Interlocal Agreement with the Cities of Southlake, Colleyville, Roanoke, the Town of Trophy Club, and adding the Town of Northlake; and further authorizes the City Manager to execute said agreement on behalf of the City of Keller, Texas.

G. OLD BUSINESS - None

H. NEW BUSINESS

1. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\), for a 4,800 square-foot accessory structure, on 6.4 acres, located on the south side of Shady Grove, approximately 240 feet west from the intersection of Shady Grove Road and Keller Smithfield Road, legally described as Lot 9 of the Estes Farm Tracts Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 7230 Shady Grove. Bradley Harville, Applicant. Charles Dombek, Owner. \(SUP-2510-0040\)](#)

Presented by Planner Ethan Flanders

Owner: Charles Dombek

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Gregory Will, to close the public hearing. The motion carried unanimously.

A motion was made by Council Member Tag Green, seconded by Council Member Karen Brennan, to approve Ordinance No. 2261 approving a Specific Use Permit (SUP), for a 4,800 square-foot accessory structure, on 6.4 acres, located on the south side of Shady Grove, approximately 240 feet west from the intersection of Shady Grove Road and Keller Smithfield Road, legally described as Lot 9 of the Estes Farm Tracts Addition, zoned Single-Family 36,000 square-foot lot size or greater (SF-36) and addressed 7230 Shady Grove with the following conditions:

1. A Specific Use Permit for an accessory structure in excess of 1,200 square-feet in the SF-36 zoning district shall be allowed.
2. A Specific Use Permit for maximum height of the accessory structure to exceed an average of 15 feet shall be allowed.
3. A Specific Use Permit for the total square footage of all accessory structures on the property to exceed 50% of the square-footage of the existing home shall be allowed.
4. A variance to allow for more than two accessory structures on the property shall be allowed.
5. Noise to be restricted outside of the approved building from the hours of 9:00 PM to 7:00 AM.
6. That the existing 100 square-foot pool shed (structure 3 from Exhibit A) will be removed prior to issuance of a building permit for the approved structure.
7. That the existing 200 square-foot shed (structure 2 from Exhibit A) will be removed prior to issuance of a building permit for the approved structure.

The motion carried unanimously.

2. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for an existing approximately 1,452 square-foot accessory structure located in front of the main home, on 2.891 acres, located on the north side of Bancroft Road, approximately 423 feet northeast from the intersection of Bancroft Road and Bourland Road, legally described as Lot 1, Block A of the TNT Dean Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 537 Bancroft Road. Todd and Christina Dean, Applicant/Owner. \(SUP-2510-0043\)](#)

Presented by Alexis Zimmerman

Owners Todd and Christina Dean

Mr. Bob Waters, 552 Bancroft Road, spoke in support, stating the proposal is an improvement and matches the neighborhood.

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

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Chris Whatley, to approve Ordinance No. 2262 approving a Specific Use Permit (SUP) for an existing approximately 1,452 square-foot accessory structure located in front of the main home, on 2.891 acres, located on the north side of Bancroft Road, approximately 423 feet northeast from the intersection of Bancroft

Road and Bourland Road, legally described as Lot 1, Block A of the TNT Dean Addition, zoned Single-Family 36,000 square-foot lot size or greater (SF-36) and addressed 537 Bancroft Road, with the following conditions:

1. A Specific Use Permit for an accessory structure in excess of 1,200 square-feet in the SF-36 zoning district shall be allowed.
2. A variance shall be granted to allow the proposed structure to remain located in front of the main home.

The motion carried unanimously.

3. PUBLIC HEARING: Consider an ordinance approving a Planned Development (PD) amendment for the property located at 1801 Rufe Snow Drive, related to the list of permitted uses allowed within the existing building on a 1.9-acre lot, located on the east side of Rufe Snow Drive, approximately 1,600 feet northeast of the North Tarrant Parkway and Rufe Snow Drive intersection, legally described as The Lot Common Area of CVS Condos (platted as Lot 1, Block A of the Water's Edge Addition), zoned Planned Development-1066-Neighborhood Services, and addressed 1801 Rufe Snow Drive. Frank Roszell, Owner/Applicant. (ZONE-2511-0011)

Presented by Director of Development Services Sarah Hensley
Owner Mr. Frank Roszell

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Karen Brennan, to close the public hearing. The motion carried unanimously.

A motion was made by Mayor Pro Tem Ross McMullin, seconded by Council Member Karen Brennan, to approve Ordinance No. 2263 approving a Planned Development (PD) amendment for the property located at 1801 Rufe Snow Drive, related to the list of permitted uses allowed within the existing building on a 1.9-acre lot, located on the east side of Rufe Snow Drive, approximately 1,600 feet northeast of the North Tarrant Parkway and Rufe Snow Drive intersection, legally described as The Lot Common Area of CVS Condos (platted as Lot 1, Block A of the Water's Edge Addition), zoned Planned Development-1066-Neighborhood Services, and addressed 1801 Rufe Snow Drive. The motion carried unanimously.

I. EXECUTIVE SESSION

Executive Session was not held during the regular meeting.

1. **Section 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING.** A governmental body may not conduct a private consultation with its attorney except:
 - (1) when the governmental body seeks the advice of its attorney about:
 - (A) pending or contemplated litigation; or
 - (B) a settlement offer; or
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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. [Discuss City Manager Performance Evaluation Process](#)
3. **Adjourn into Open Meeting.**
4. **Action on Executive Session Items 1 and 2 if necessary.**

J. ADJOURN

A motion was made by Mayor Armin Mizani, seconded by Mayor Pro Tem Ross McMullin, to adjourn the meeting at 8:40 P.M. The motion carried unanimously.

Mayor

City Secretary