



City of Keller

City Council

Meeting Minutes

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

Tuesday, June 18, 2024

PRE-COUNCIL MEETING 5:30 P.M.

A. CALL TO ORDER

Mayor Pro Tem Ross McMullin called the Pre-Council Meeting to order at 5:32 P.M.

The following City Council Members were present:

Council Member Shannon Dubberly

Council Member Greg Will

Council Member Tag Green

Mayor Pro Tem Ross McMullin

Mayor Armin Mizani was absent.

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

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. [Receive an update on the Keller Lights event and discuss festivals.](#)

Special Events Coordinator Jordan Dawson, gave an update on the fourth annual Keller Lights event. The event will run from 4-10 p.m. on Wednesday, July 3, 2024 at Keller Town Hall, 1100 Bear Creek Pkwy. There will be a 15 minute fireworks show beginning at 9:45 P.M.

The City Council discussed the potential for hosting events and festivals in Old Town Keller. City staff will explore new event ideas and coordinate with the construction schedule in Old Town Keller to facilitate these activities.

2. [Budget Strategic Planning - Water and Wastewater and Drainage Fund Summaries & Capital Improvement Projects](#)

Interim City Manager Aaron Rector presented on the Water, Wastewater, and Drainage Funds, highlighting their impact on the City's 2024-25 Budget.

3. [Capital Improvement Projects Update](#)

Director of Public Works Alonzo Liñán provided an overview of completed, ongoing, and upcoming Capital Improvement Projects.

E. ADJOURN

Mayor Pro Tem Ross McMullin adjourned the Pre-Council Meeting at 6:28 P.M.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER

Mayor Pro Tem Ross McMullin called the Regular Council Meeting to order at 7:00 P.M.

B. INVOCATION

Council Member Shannon Dubberly gave the invocation.

C. NATIONAL ANTHEM & PLEDGE OF ALLEGIANCE

1. National Anthem

Miss Keller 2024, Ruth Ngeny, sang the National Anthem.

2. Pledge to the United States Flag

Mayor Pro Tem Ross McMullin led the Pledge to the United States Flag.

3. Pledge to the Texas Flag

Mayor Pro Tem Ross McMullin led the Pledge to the Texas Flag.

D. PRESENTATIONS

1. [Recognition of the Miss Tarrant County, Miss Tarrant County's Teen, Miss Keller, Miss Keller's Teen, Miss Roanoke, and Miss Roanoke's Teen 2024 titleholders.](#)

Mayor Pro Tem Ross McMullin welcomed and presented certificates of recognition to the following titleholders: Miss Keller 2024, Ruth Ngeny; Miss Keller's Teen 2024, Kamille Brooks; Miss Tarrant County 2024, Alex Steele; Miss Tarrant County's Teen 2024, Mimi Tafel; Miss Roanoke 2024, Angela Witzkoske; and Miss Roanoke's Teen 2024, Reese Gordon. Each recipient spoke about their platform. Miss Keller Tarrant County Scholarship Organization Director, Ms. Michelle Donatto, also provided a brief overview of the program.

2. [Recognition of Graduating Keller Public Safety Cadets.](#)

Detective William Brockmoller of the Keller Police Department provided an overview of the Keller Public Safety Cadet Program and introduced the following cadets: Melania

Kostanyan, Thomas Huret, and Krystal Llamas. Mayor Pro Tem Ross McMullin also recognized the cadets with certificates.

Detective Brockmoller then presented Krystal Llamas with a scholarship on behalf of the Keller Police Association.

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

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, June 4, 2024 Regular City Council Meeting.](#)

Approved.

2. [Consider a resolution appointing City Council Members to serve on various Boards and Committees.](#)

Resolution No. 4797 hereby appoints the following City Council Member(s) to serve on the various Boards and Committees until such time as their term expires, a new Council Member is appointed, or the Member vacates their position on the City Council.

Keller Economic Development Board

1. Mayor Armin Mizani - Chair
2. Council Member Tag Green

Keller Development Corporation

1. Mayor Armin Mizani - Chair
2. Council Member Chris Whatley
3. Council Member Shannon Dubberly
4. Mayor Pro Tem Ross McMullin

Finance Committee/Citywide Solid Waste and Recycling Committee

1. Mayor Armin Mizani
2. Council Member Shannon Dubberly
3. Mayor Pro Tem Ross McMullin

Crime Control and Prevention District Board Liaison

1. Council Member Greg Will

Metroport Teen Court Advisory Board

1. Council Member Tag Green

NCTCOG General Representative

1. Mayor Armin Mizani

Keller/Colleyville Municipal Court Committee

1. Mayor Armin Mizani
2. Council Member Shannon Dubberly
3. Council Member Tag Green

ADHOC Personnel Compensation Committee

1. Council Member Greg Will
2. Council Member Chris Whatley
3. [Consider a resolution approving Change Order No. 2 to the Construction Management at Risk \(CMAR\) Services Agreement with Dean Construction of Cedar Hill, Texas, to re-establish the Guaranteed Maximum Price \(GMP\) for Reconstruction of the Parking Lots and Streets at the Keller Sports Park; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4798 hereby approves Change Order No. 2 to the Construction Manager at Risk Services Agreement with Dean Construction of Cedar Hill, Texas, to set the Guaranteed Maximum Price for the parking lots and streets in the amount of \$4,813,632.00 and the Guaranteed Maximum Price for the entire Keller Sports Park Improvement Project in the amount of \$40,601,444.00; and further authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

4. [Consider a resolution approving an Agreement with Neel-Schaffer, Inc., of Arlington, Texas; to provide engineering services relating to the design of the reconstruction of the Parking Lots and Streets at the Keller Sports Park, for the Parks and Recreation Department; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4799 hereby approves an Agreement with Neel-Schaffer, Inc., of Arlington, Texas to provide engineering services, relating to the reconstruction of the parking lots and streets in the Keller Sports Park, in the amount of \$399,400.00, in accordance with the terms and conditions set forth in said Professional Engineering Services Agreement; 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 receiving the Keller Quarterly Investment Report for period ending March 31, 2024, and providing an effective date.](#)

Resolution No. 4800 hereby receives the Keller Quarterly Investment Report for period ending March 31, 2024.

6. [Consider a resolution receiving the Keller Quarterly Financial Report for period ending March 31, 2024 and providing an effective date.](#)

Resolution No. 4801 hereby receives the Keller Quarterly Financial Report for period ending March 31, 2024.

G. OLD BUSINESS - None

H. NEW BUSINESS

1. [Consider a resolution approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 5 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1716 Highland Drive West. Maxim LLC, Owner/Applicant. \(UDC-24-0003\)](#)

Planner Alexis Russell gave a presentation relating to four variance requests for one lot in the Highland Terrace Mobile Home Park at 1716 Highland Drive West.

A motion was made by Council Member Chris Whatley, seconded by Council Member Tag Green, to approve Resolution No. 4802 approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 5 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1716 Highland Drive West. The motion carried unanimously.

2. [Consider a resolution approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 6 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1720 Highland Drive West. Maxim LLC, Owner/Applicant. \(UDC-24-0004\)](#)

Planner Alexis Russell gave a presentation relating to four variance requests for one lot in the Highland Terrace Mobile Home Park at 1720 Highland Drive West.

A motion was made by Council Member Chris Whatley, seconded by Council Member Gregory Will, to approve Resolution No. 4803 approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum

dwelling size to 2,000 square-feet in lieu of the 2,400 square-feet requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 6 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1720 Highland Drive West. The motion carried unanimously.

3. [Consider a resolution approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-feet requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 41 of the Highland Terrace Mobile Home Park, being approximately 0.17-acres, situated on the west side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1827 Highland Drive East. Maxim LLC, Owner/Applicant. \(UDC-24-0005\)](#)

Planner Alexis Russell gave a presentation relating to four variance requests for one lot in the Highland Terrace Mobile Home Park at 1827 Highland Drive East.

A motion was made by Council Member Chris Whatley, seconded by Council Member Gregory Will, to approve Resolution No. 4804 approving four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-feet requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 41 of the Highland Terrace Mobile Home Park, being approximately 0.17-acres, situated on the west side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1827 Highland Drive East. The motion carried unanimously.

4. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for Sacred Ground Therapy, a mental health practice proposed in a 985 square-foot lease space in an existing 23,000 square-foot building on 1.91 acres, at the intersection of Keller Parkway and Country Brook Drive, legally described as Lot 2, Block B of the Keller Town Center Addition, zoned Town Center \(TC\) and addressed 1240 Keller Parkway, Suite 205. Jonathan Marcotte, Applicant. David Washington, Owner. \(SUP-24-0012\)](#)

Director of Community Development Sarah Hensley gave a presentation relating to the request for a SUP for Sacred Ground Therapy at 1240 Keller Parkway, Suite 205.

Mayor Pro Tem Ross McMullin opened the public hearing. No public comments were received

A motion was made by Council Member Shannon Dubberly, 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. 2171 approving a Specific Use Permit (SUP) for Sacred Ground Therapy, a mental health practice proposed in a 985 square-foot lease space in an existing 23,000 square-foot building on 1.91 acres, at the intersection of Keller Parkway and Country Brook Drive, legally described as Lot 2, Block B of the Keller Town Center Addition, zoned Town Center (TC) and addressed 1240 Keller Parkway, Suite 205. The motion carried unanimously.

5. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for Phenix Luxury Salon Suites, a Medical Spa proposed on the first floor of an existing 9,300 square-foot building, on .96 acres, approximately 2,500 feet northeast of the U.S. Hwy. 377 and Johnson Road intersection, legally described as Lot 1, Block A of the North Main Medical Office Addition, zoned Commercial and addressed 950 North Main Street. North Main Medical Office, LLC, Applicant/Owner. \(SUP-24-0013\)](#)

Director of Community Development Sarah Hensley gave a presentation relating to the request for a SUP for Phenix Luxury Salon Suites at 950 North Main Street.

Mayor Pro Tem Ross McMullin opened the public hearing. No public comments were received.

Mr. David Garrett, Director of National Construction for Phenix Luxury Salon Suites, addressed the City Council regarding the proposal.

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

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Gregory Will, to approve Ordinance No. 2172 approving a Specific Use Permit (SUP) for Phenix Luxury Salon Suites, a Medical Spa proposed on the first floor of an existing 9,300 square-foot building, on .96 acres, approximately 2,500 feet northeast of the U.S. Hwy. 377 and Johnson Road intersection, legally described as Lot 1, Block A of the North Main Medical Office Addition, zoned Commercial and addressed 950 North Main Street. The motion carried by the following vote:

AYE: 4 - Council Member Shannon Dubberly, Council Member Chris Whatley, Mayor Pro Tem Ross McMullin, and Council Member Gregory Will.

NAY: 1 - Council Member Tag Green.

6. [PUBLIC HEARING: Consider an ordinance approving Whitley Springs, a Planned Development Zoning Change from Commercial \(C\) to Planned Development - Patio](#)

Homes (PD-PH) consisting of 22 residential lots and approximately 0.65 acre of open space on approximately 4.33 acres of land, legally described as a portion of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. (Z-24-0001)

Director of Community Development Sarah Hensley gave a presentaiton relating to the request for a Planned Development and Future Land Use Amendment for Whitley Springs.

Mr. Michael Garabedian, applicant, announced that the property owner and applicant request to table the Planned Development request for Whitley Springs to the July 2, 2024 Regular City Council Meeting.

Mayor Pro Tem Ross McMullin opened the Public Hearing.

Ms. Debbie Bryan, 760 Mount Gilead Road, spoke in opposition to the Whitley Springs Planned Development request.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Gregory Will, to continue the public hearing and table the agenda item to the July 2, 2024 City Council Meeting. The motion carried unanimously.

7. PUBLIC HEARING: Consider a resolution approving a Future Land Use Plan (FLUP) amendment from Retail/Commercial to Patio-Garden-Townhome for a portion of 4.33 acres legally described as portions of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. (LUP-24-0002)

Mr. Michael Garabedian, applicant, announced that the property owner and applicant request to table the Future Land Use Amendment request for Whitley Springs to the July 2, 2024 Regular City Council Meeting.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Gregory Will, to continue the public hearing and table the agenda item to the July 2, 2024 City Council Meeting. The motion carried unanimously.

I. EXECUTIVE SESSION - None

Executive Session was not held during the Regular Meeting.

J. ADJOURN

Mayor Pro Tem Ross McMullin adjourned the Regular City Council Meeting at 8:19 P.M.

Mayor

City Secretary

DRAFT