



**City of Keller**  
**City Council**  
**Meeting Minutes**

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

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**Tuesday, February 15, 2022**

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**CITY COUNCIL DINNER 5:00 P.M.**

**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 5:30 P.M.

The following City Council Members were present:

Mayor Armin Mizani  
Council Member Shannon Dubberly  
Mayor Pro Tem Sean Hicks  
Council Member Sheri Almond  
Council Member Beckie Paquin (by video conference)  
Council Member Chris Whatley  
Council Member Ross McMullin

The following City staff members were present: City Manager Mark Hafner, City Secretary Kelly Ballard, City Attorney Stan Lowry, Director of Community Services Cody Maberry, Director of Administrative Services Aaron Rector, Director of Public Works Alonzo Liñán, Director of Information Services Sean Vreeland, Director of Human Resources Marcia Reyna, Director of Community Development Julie Smith, Assistant Director of Community Development Sarah Hensley, Communication & Public Engagement Manager Rachel Reynolds, Police Chief Bradley G. Fortune, Interim Fire Chief Richard Whitten, and Deputy Fire Chief Shane Gainer.

**B. DISCUSS AND REVIEW AGENDA ITEMS**

The City Council discussed and reviewed the agenda items.

**C. EXECUTIVE SESSION**

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

**D. WORK SESSION**

1. [Update on the Human Resources Department](#)

Director of Human Resources Marcia Reyna gave a presentation relating to observations from her first 90 days with the City of Keller, and also identified goals for the Human Resources Department.

2. [SB3 Emergency Preparedness Update](#)

Director of Public Works Alonzo Liñán and Ms. Melissa Brunger, Freese and Nichols, gave a presentation updating the City Council on the City's Emergency Preparedness Plan in response to Senate Bill 3 (SB3).

## E. ADJOURN

Mayor Armin Mizani adjourned the Pre-Council Meeting at 6:24 P.M.

### **REGULAR MEETING 7:00 P.M.**

## A. CALL TO ORDER – Mayor Armin R. Mizani

Mayor Armin Mizani called the Regular Meeting to order at 7:00 P.M.

## B. INVOCATION

Dr. Kim Vastine, Ambassador Alliance Ministries Keller, 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 - None

## 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. Jerry Johnston, 1833 Kinsale Drive, expressed his concerns with string lights for holidays and specification of the holidays that lights are allowed for. He also questioned the final pool inspection requirement of solar blankets for spas.

## F. CONSENT

The next order of business was for the City Council to consider the consent agenda items, which were deemed to need little to no discussion, and were acted upon as one business item.

**A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Shannon Dubberly, to approve the Consent Agenda. The motion carried**

unanimously.

1. [Consider approval of the Minutes of the Tuesday, February 1, 2022 Regular City Council Meeting.](#)

Approved.

2. [Consider a resolution of the City Council of the City of Keller, Texas, approving an agreement with Sydaptic, Inc. to upgrade the Keller Detention Center Access Control System; and authorizing the City Manager to execute all documents and relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4479 approves the agreement with Sydaptic Inc., for the purchase, programming, and installation of building security and access control equipment and software for the Detention Center, in the amount of \$192,325, 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 approving the construction bid for the Hidden Lakes Sidewalk Repairs 502201-A Project, from Northstar Construction LLC., of Fort Worth, Texas; 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. 4480 approves the bid for the Hidden Lakes Sidewalk Repair 502201-A Project, from Northstar Construction LLC of Fort Worth, Texas for the Public Works Department, in the amount of \$64,276.00; and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

4. [Consider a resolution approving an Interlocal Agreement with Tarrant County, for the rehabilitation of Shady Lane North from Rapp Road to the Bear Creek Park North entrance, for the Public Works Department; and authorizing the City Manager to execute said agreement.](#)

Resolution No. 4481 approves an Interlocal Agreement with Tarrant County for the rehabilitation and resurfacing of Shady Lane North from Rapp Road to the Bear Creek Park north entrance, for the Public Works Department, and further authorizes the City Manager to execute said Agreement on behalf of the City of Keller, Texas

5. [Consider a resolution of the City Council of the City of Keller, Texas, approving an agreement with ADP, Inc. for Workforce Now Payroll Solutions and Workforce Now HCM Solutions in accordance with terms of the Omnia Partners purchasing cooperative; and authorizing the City Manager to execute all documents and relating thereto on behalf of the City of Keller, Texas.](#)

Resolution No. 4482 approves the purchase of Workforce Now Payroll Solutions and Workforce Now HCM Solutions from ADP Inc, thru Omnia Partners in the amount of \$5,475.00 for implementation and \$47,800.90 for year-one annual cost for a total year-one cost of \$53,275.90 and allowing for two one-year renewals at \$47,800.90 per year for a total three-year cost of up to \$148,877.70, and further authorizes the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.

## G. OLD BUSINESS

1. [Consider an ordinance amending the City of Keller Code of Ordinances to adopt the 2021 International Building Code, the 2021 International Residential Code, the 2021 International Fire Code, the 2021 International Fuel Gas Code, the 2020 National Electric Code, the 2021 International Plumbing Code, the 2021 International Mechanical Code, the 2018 International Energy Conservation Code, the 2021 International Existing Building Code, the 2021 International Property Maintenance Code, and the 2021 International Swimming Pool and Spa Code; amending City of Keller Ordinance 1807 Related to Outdoor Burning; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date.](#)

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Ross McMullin, to approve Ordinance No. 2054 amending the City of Keller Code of Ordinances to adopt the 2021 International Building Code, the 2021 International Residential Code, the 2021 International Fire Code, the 2021 International Fuel Gas Code, the 2020 National Electric Code, the 2021 International Plumbing Code, the 2021 International Mechanical Code, the 2018 International Energy Conservation Code, the 2021 International Existing Building Code, the 2021 International Property Maintenance Code, and the 2021 International Swimming Pool and Spa Code; amending City of Keller Ordinance 1807 Related to Outdoor Burning; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date. The motion carried by the following vote:

YEA: 6 - Mayor Armin Mizani, Council Member Shannon Dubberly, Council Member Sheri Almond, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.

NAY: 1 - Mayor Pro Tem Sean Hicks.

## H. NEW BUSINESS

1. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for a commercial horse stable on 2.96-acre tract on a property located on the east side of Norma Lane, approximately 215 feet northeast from the intersection of Norma Lane and Johnson Road, at 608 Norma Lane, legally described as Lot 2A and 3D, Block 2 of Harvels Addition and zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\). Brian Morovitz, Owner/Applicant. \(SUP-21-0041\)](#)

Community Development Director Julie Smith gave a presentation relating to the request for a Specific Use Permit for a commercial horse stable at 608 Norma Lana.

Mayor Armin Mizani opened the public hearing. Not public comments were received.

Mr. Brian Morovitz, property owner/applicant, addressed the City Council regarding the proposal.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Ross McMullin, to close the public hearing. The motion carried

unanimously.

A motion was made by Council Member Ross McMullin, seconded by Council Member Shannon Dubberly, to approve Ordinance No. 2055 approving a Specific Use Permit (SUP) for a commercial horse stable on 2.96-acre tract on a property located on the east side of Norma Lane, approximately 215 feet northeast from the intersection of Norma Lane and Johnson Road, at 608 Norma Lane, legally described as Lot 2A and 3D, Block 2 of Harvels Addition and zoned Single-Family 36,000 square-foot lot size or greater (SF-36) without the recommendation from the Planning and Zoning Commission to limit boarding to no more than two horses in addition to the owners' personal horses. The condition for owner to provide a gravel parking area for boarders, veterinarians, ferries, and other such guests that may visit the facility is required by Building Code, but it will also be identified in the ordinance. The motion carried by the following vote:

**YEA: 6 - Mayor Armin Mizani, Council Member Shannon Dubberly, Council Member Sheri Almond, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.**

**NAY: 1 - Mayor Pro Tem Sean Hicks.**

2. [Consider a resolution approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 30 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1852 Highland Drive East. Binod Aryal, Numbns, LLC, Owner. Mukesh Goyal, Applicant. \(UDC-21-0011\)](#)

Community Development Director Julie Smith gave a presentation relating to the request for one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet at 1852 Highland Drive East.

Mr. Jeff Avery, applicant representative, addressed the City Council regarding the proposal.

A motion was made by Council Member Ross McMullin, seconded by Council Member Sheri Almond, to approve Resolution No.4483 approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 30 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1852 Highland Drive East. The motion carried by the following vote:

**YEA: 6 - Mayor Armin Mizani, Mayor Pro Tem Sean Hicks, Council Member Sheri**

**Almond, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.**

**NAY: 1 - Council Member Shannon Dubberly.**

3. [Consider a resolution approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 28 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1844 Highland Drive East. Mukesh Goyal, Applicant/Owner. \(UDC-21-0012\)](#)

Community Development Director Julie Smith gave a presentation relating to the request for one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet at 1844 Highland Drive East.

Mr. Jeff Avery, applicant representative, addressed the City Council regarding the proposal.

**A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Ross McMullin, to approve Resolution No. 4484 approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 28 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1844 Highland Drive East. The motion carried by the following vote:**

**YEA: 6 - Mayor Armin Mizani, Mayor Pro Tem Sean Hicks, Council Member Sheri Almond, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.**

**NAY: 1 - Council Member Shannon Dubberly.**

4. [Consider a resolution approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 25 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1832 Highland Drive East. Ritesh Suneja, Rits Capital Inc., Owner. Mukesh Goyal, Applicant. \(UDC-21-0013\)](#)

Community Development Director Julie Smith gave a presentation relating to the request for one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet at 1832 Highland Drive East.

Mr. Jeff Avery, applicant representative, addressed the City Council regarding the proposal.

**A motion was made by Mayor Pro Tem Sean Hicks, seconded by Council Member Ross McMullin, to approve Resolution No. 4485 approving one variance request to one lot in the Highland Terrace Mobile Home Park to decrease the minimum front yard setback to 25 feet in lieu of the required 35 feet on the property legally described as Lot 25 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the east side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1832 Highland Drive East. The motion carried by the following vote:**

**YEA: 6 - Mayor Armin Mizani, Mayor Pro Tem Sean Hicks, Council Member Sheri Almond, Council Member Beckie Paquin, Council Member Chris Whatley, and Council Member Ross McMullin.**

**NAY: 1 - Council Member Shannon Dubberly.**

5. [PUBLIC HEARING: Consider an ordinance approving an extension of a Specific Use Permit \(SUP\) to operate a retail store with used goods and merchandise sales for Kid to Kid in an existing 4,416 square-foot lease space, within a 33,955 square-foot multi-tenant building, situated on a 4.0-acre lot on the west side of South Main Street, approximately 1,000 feet southwest from the intersection of Bear Creek Parkway and South Main Street, at 750 South Main Street, Suite 135, being Lot 5, Block A, Bear Creek Plaza Addition, and zoned Commercial \(C\). BC III Shopping Center, LLC, Owner. Darren Aper, Applicant. \(SUP-21-0042\)](#)

Community Development Director Julie Smith gave a presentation relating to a request for a Specific Use to operate a retail store with used goods and merchandise sales for Kid to Kid at 750 South Main Street, Suite 135.

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

Discussion was held regarding the outdoor storage and the length of the Specific Use Permit.

**A motion was made by Council Member Sheri Almond, seconded by Mayor Pro Tem Sean Hicks, to close the public hearing. The motion carried by unanimously.**

**A motion was made by Council Member Ross McMullin, seconded by Council Member Sheri Almond, to approve Ordinance No. 2056 approving an extension of a Specific Use Permit (SUP) to operate a retail store with used goods and merchandise sales for Kid to Kid in an existing 4,416 square-foot lease space, within a 33,955 square-foot multi-tenant building, situated on a 4.0-acre lot on the west side of South Main Street, approximately 1,000 feet southwest from the intersection of Bear Creek Parkway and South Main Street, at 750 South Main Street, Suite 135, being Lot 5, Block A, Bear Creek Plaza Addition, and zoned Commercial (C), with the following conditions:**

1. An SUP for Kid to Kid to operate a retail store with used goods and merchandise sales with outdoor display (during business hours) shall be allowed.
2. The outdoor display area shall be limited to 112.5 square feet.
3. The SUP shall expire after one (1) year, and then a new SUP will be required.
4. A new SUP will be required If the business changes ownership or changes name or the business model expands.

The motion carried by the following vote:

**YEA: 5 - Mayor Pro Tem Sean Hicks, Council Member Shannon Dubberly, Council Member Sheri Almond, Council Member Beckie Paquin, and Council Member Ross McMullin.**

**NAY: 2 - Mayor Armin Mizani and Council Member Chris Whatley.**

## **I. EXECUTIVE SESSION**

Executive Session was not held during the Regular Meeting.

## **J. ADJOURN**

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Chris Whatley, to adjourn the Regular Meeting at 7:52 P.M. The motion carried unanimously.

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Mayor

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City Secretary