



City of Keller

City Council

Meeting Minutes

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

Tuesday, April 16, 2024

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 5:03 P.M.

Mayor Armin Mizani
Council Member Shannon Dubberly
Council Member Sean Hicks (attended by video conference)
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: Interim City Manager Aaron Rector, City Secretary Kelly Ballard, City Attorney Stan Lowry, Director of Community Services Cody Maberry, Director of Community Development Sarah Hensley, Director of Public Works Alonzo Liñán, Director of Economic Development Mary Culver, 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

Mayor Armin Mizani recessed the Pre-Council Meeting at 5:09 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. [401 Golden Triangle Blvd.](#)

2. Adjourn into Open Meeting.

Mayor Armin Mizani adjourned the Executive Session and recessed the Pre-Council Meeting at 7:04 P.M.

3. Action on Executive Session Item 1 if necessary.

No action was taken.

D. WORK SESSION

Mayor Armin Mizani reconvened the Pre-Council Meeting at 7:57 P.M.

1. [Budget Strategic Planning - Budget Priorities](#)

Attachments: [FY 2024-25 Budget Priorities](#)

Interim City Manager Aaron Rector gave a presentation highlighting FY 2024-25 Revenue Guiding Principles, Expenditure Guiding Principles, Strategic Goals, and the calendar for adopting the FY 2024-25 Budget.

2. [Discuss Council interest in "Sister City" idea](#)

The City Council discussed the 'Sister-City' idea, and all agreed that they would like to explore it further.

3. [Capital Improvement Projects Update](#)

Director of Public Works Alonzo Liñán and Director of Community Services Cody Maberry gave an update on current Capital Improvement Projects.

E. ADJOURN

Mayor Armin Mizani adjourned the Pre-Council Meeting at 8:45 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 7:11 P.M.

B. INVOCATION

Pastor David Bream, Hillside Community Church 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. PROCLAMATIONS & PRESENTATIONS

1. [Child Abuse Prevention Month Proclamation - Alliance for Children](#)

Mayor Armin Mizani presented a proclamation to Alliance For Children - Chief Program Officer, Mr. Barell Morgan, and Board Member Mr. Andy Barnett; proclaiming April 2024 as Child Abuse Prevention Month in the City of Keller.

2. [Recognition of Austen Smith's Olympic Qualification and the Keller Clay Target Team's victory at the 2023 State Championship](#)

Mayor Armin Mizani presented the Keller Clay Target Team with Certificates on Recognition for their 2023 State Championship.

Olympian Austen Smith was also recognized for her qualification for the 2024 Summer Olympics in Paris with the Team USA Shooting Team.

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. Bob Johnson, 1828 Forest Bend Lane, expressed his concerns with voter integrity and election fraud.

Mr. Frank Roszell, 2230 Union Church Dr., expressed concerns with the Keller Senior Activities Center staffing and usage. He also presented a protest and demand petition regarding his concerns to the City Secretary.

Mr. Aaron Peterson, 1301 Briar Grove Drive, addressed concerns with the condition of Shady Grove Road.

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 Mayor Pro Tem Ross McMullin, to approve the Consent Agenda. The motion carried unanimously.

1. [Consider approval of the Minutes of the Tuesday, April 2, 2024 Regular City Council Meeting.](#)

Attachments: [040224 Minutes](#)

Approved.

2. [Consider a resolution approving a professional services agreement with Wade Trim, Inc., of Fort Worth, Texas; for the purpose of providing engineering design services related to the 2024 Annual Street Maintenance 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.](#)

Attachments: [041624_StreetRehabilitationProject_Resolution](#)
[041624_StreetRehabilitationProject_StaffAttachment](#)

Resolution No. 4776 approves a Professional Services Agreement with Wade Trim, Inc. of Fort Worth, Texas to provide engineering services, relating to the design of the 2024 Annual Street Maintenance Project, in the amount of \$368,054.00, in accordance with the terms and conditions set forth in said Agreement for Engineering Services; 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 authorizing the use of the Competitive Sealed Proposal method as the best value for the South Elm Street Reconstruction project, and delegating authority to the City Manager and/or his designee to implement the Competitive Sealed Proposal method for the construction of said project as allowed under State of Texas Government Code Chapter 2269, Subchapter D.](#)

Attachments: [041624_SouthElmCSP_Resolution](#)

Resolution No. 4777 approved delegating authority to the City Manager, or his designee to implement the Competitive Sealed Proposal method for the South Elm Street 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.

4. [Consider a resolution authorizing the City Manager to execute an agreement with Comm-Fit, of Addison, Texas, for the purchase and installation of fitness equipment for the Keller Police Department, through the BuyBoard Cooperative Purchasing Program, for the Keller Police Department, and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.](#)

Attachments: [041624 KPD Fitness Equip Resolution](#)
[041624 Staff Attachment - Comm-Fit Bid](#)
[041624 Staff Attachment - Res. No. 4635](#)
[041624 Staff Attachment - Res. No. 4761](#)

Resolution No. 4778 approves the agreement with Comm-Fit, of Addison, TX, for the purchase and installation of fitness equipment in the Keller Police Department, in the total amount of \$83,769.87, through the BuyBoard cooperative purchasing program; 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 a Joint Election Agreement and Contract for Election Services with the Tarrant County Elections Administrator, to conduct the City of Keller General Election, for the purpose of electing City Council Place 1 and City Council Place 2, to be held on Saturday, May 4, 2024, and authorizing the Mayor to execute said Agreement and Contract.](#)

Attachments: [041624 050424 Election Contract Resolution](#)
[041624 050424 Joint Election Contract](#)

Resolution No. 4779 approves a Joint Election Agreement and Contract for Election Services with the Tarrant County Elections Administrator, to conduct the City of Keller General Election, for the purpose of electing City Council Place 1 and City Council Place 2, to be held on Saturday, May 4, 2024, in accordance with the terms and conditions set forth in said Agreement and Contract.

G. OLD BUSINESS - None

H. NEW BUSINESS

1. [PUBLIC HEARING: Consider an ordinance approving a Specific Use Permit \(SUP\) for an approximately 900 square-foot detached garage with a carport, on approximately 1.29 acres, on the east side of Helen Street, approximately 470 feet south from the intersection of Creek Road and Helen Street, legally described as Lot 1, Block 1 of the Lipsey, Herbert Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 837 Helen Street. Suzan and Ricky Lear, Owner. Technical Service Solutions LLC, Applicant. \(SUP-24-0004\)](#)

Attachments: [041624 Ordinance SUP-24-0004](#)
[041624 Aerial & Zoning 837 Helen St SUP](#)
[041624 Staff Attachment 837 Helen St SUP](#)
[H-1 - 837 Helen St Carport SUP](#)

Planner Alexis Russell gave a presentation relating to the request for a SUP for a 900 square-foot detached garage with a carport at 837 Helen Street.

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 Shannon Dubberly, 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. 2163 approving a Specific Use Permit (SUP) for an approximately 900 square-foot detached garage with a carport, on approximately 1.29 acres, on the east side of Helen Street, approximately 470 feet south from the intersection of Creek Road and Helen Street, legally described as Lot 1, Block 1 of the Lipsey, Herbert Addition, zoned Single-Family 36,000 square-foot lot size or greater (SF-36) and addressed 837 Helen Street. The motion carried unanimously.

2. [Consider a resolution approving a Detailed Site Plan for the Bella Casa Planned Development, a 31 residential lot development with approximately 1.608 acres of open space on approximately 10.9 acres of land, legally described as Tract 3D08, Abstract 457 of the John Edmonds Survey, located on the southwest corner of the Rufe Snow Drive and Rapp Road intersection, and addressed as 1300 Rufe Snow Drive. Contour Land Partners 15, LTD., Applicant. Jim Tchoukaleff, Owner. \(SP-23-0029\).](#)

Attachments: [041624 Bella Casa Exhibit A](#)

[041624 Bella Casa Approved Concept Plan](#)

[041624 Detailed Site Plan Sheets](#)

[041624 Bella Casa Presentation - Bella Casa DSP](#)

Planner Amber Washington, gave a presentation relating to the request for a Detailed Site Plan for the Bella Casa Planned Development.

A motion was made by Council Member Shannon Dubberly, seconded by Council Member Jessica Juarez, to approve Resolution No. 4780 approving a Detailed Site Plan for the Bella Casa Planned Development, a 31 residential lot development with approximately 1.608 acres of open space on approximately 10.9 acres of land, legally described as Tract 3D08, Abstract 457 of the John Edmonds Survey, located on the southwest corner of the Rufe Snow Drive and Rapp Road intersection, and addressed as 1300 Rufe Snow Drive. 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.

2. Adjourn into Open Meeting.

1. [401 Golden Triangle Blvd.](#)

3. Action on Executive Session Item 1 if necessary.

J. ADJOURN

Mayor Armin Mizani adjourned the Regular City Council meeting at 7:51 P.M. in order to reconvene the Pre-Council Meeting.

Mayor

City Secretary