



# City of Keller

## City Council

### Meeting Minutes

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
[www.cityofkeller.com](http://www.cityofkeller.com)

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**Wednesday, February 24, 2021**

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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.

Mayor Armin Mizani  
Council Member Mitch Holmes  
Mayor Pro Tem Sean Hicks  
Council Member Sheri Almond  
Council Member Beckie Paquin  
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 (video conference), Director of Community Services Cody Maberry, Director of Administrative Services Aaron Rector, Director of Public Works Alonzo Liñán, Director of Community Development Julie Smith, Director of Information Technology Sean Vreeland, Acting Director of Economic Development Mary Culver, Administrative Services Manager Sarah Hensley, Police Chief Bradley G. Fortune and Interim Fire Chief Shane Gainer.

#### **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 and discuss a presentation from Trent Petty, Petty & Associates, regarding the opportunity for a Tax Increment Re-Investment Zone.](#)

Mr. Trent Petty, Petty & Associates, gave a presentation relating to a possible Tax Increment Re-Investment Zone (TIRZ). Mr. Petty defined what a TIRZ is, the proposed boundary, the proposed public improvements, and the next steps. Discussion was held by the City Council.

2. [Discuss a potential Fireworks Show around the 4th of July.](#)

Mayor Armin Mizani opened a discussion related to a 4th of July Event in conjunction with the Keller Farmers Market Water Lantern Festival, and stated that the Chamber of Commerce had agreed to participate as a sponsor. Director of Community Services Cody Maberry shared a possible location, and prices for the dates near the 4th of July. Council Member Sheri Almond (also the Keller Farmers Market Executive Director) stated that she would prefer to only do fireworks on the 3rd or 4th rather than dates in June. Fire Marshal Debra Crafton discussed the wind direction at Keller Town Hall and past fireworks events. Mayor Mizani polled the City Council on their thoughts about having a potential 4th of July Fireworks show, combined with the Keller Farmers Market Water Lantern Festival. The City Council directed staff to move forward with information gathering for the event.

3. [Discuss potential senior and youth advisory councils.](#)

The City Council held a discussion related to senior and youth advisory councils. Direction was given to staff to move forward with information gathering for a potential senior advisory group that would not be selected by the City Council, but would report to the City Council. This group would be focused on senior issues, particularly the senior center. Director of Community Services Cody Maberry will research how groups operate in other cities. Police Chief Bradley G. Fortune discussed his Chief's Student Forum, and the City Council was in support of the Chief's efforts with the youth. The City Council will continue the discussion at a later date to consider whether a group focused on broader issues will be established. It was also suggested for the youth and senior groups to work together to broaden the ideas, discussions, and for both groups to learn from each other.

4. [Discuss the Johnson Road Reconstruction Project.](#)

Director of Public Works Alonzo Liñán gave an update to City Council relating to the Johnson Road reconstruction project. Discussion was held by the City Council primarily focused on the location of the utility poles, and options to explore. The City Council directed staff to obtain additional information for the March 2, 2021 Regular City Council Meeting, particularly answers to the following questions: What would the cost be to remove the sidewalk east of the roundabout?, What would be the savings to pursue the pavement overlay option?, Would it be possible to use engineered poles to span directly across the roundabout, effectively decreasing the number of utility poles? What are the consequences of this alternative?, How do engineered poles compare to standard utility poles aesthetically and in cost?, How would the use of engineered poles affect the project schedule?, What would be the consequences of burying the electric lines at the roundabout?, How would burying the lines at the roundabout affect the project schedule?, Would Tri-County require additional easement acquisition in this scenario?, and How close to the roadway is Tri-County able to place the utility poles?

5. [Discuss the Future Land Use Plan.](#)

Director of Community Development Julie Smith gave a presentation relating to the process of updating the Future Land Use Plan (FLUP). Mrs. Smith provided the proposed Future Land Use Map to the City Council for them to consider and give direction at the March 2, 2021 Regular City Council Meeting. The Mixed-Use Definition and Land Use Classifications were discussed. Mrs. Smith reviewed the FLUP calendar and schedule and the City Council directed staff to continue moving forward with process.

**E. ADJOURN**

Mayor Armin Mizani recessed the Work Session at 7:03 P.M. with the intent to continue after the conclusion of the Regular Meeting.

Mayor Armin Mizani adjourned the Pre-Council Meeting at 10:13 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 7:09 P.M.

**B. INVOCATION**

Director of Public Works Alonzo Liñán 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. PRESENTATIONS**

1. [Receive an update regarding the Severe Winter Weather Event.](#)

City Manager Mark Hafner thanked the City Employees and the City Council for the outstanding dedication and work during the storm event. He also thanked Mayor Armin Mizani, who serves as the Emergency Management Director for the City. Mr. Hafner stated that this was a Historic Event containing four separate emergencies: Weather, Power, Water, and Property. The City provided outstanding communication to our citizens, Senior Center Staff made phone calls daily to seniors, the City established a warming station at the library, water distribution took place in the City, and staff shared with residents licensed plumbers to assist with their needs.

Mayor Armin Mizani addressed the Citizens of Keller by starting with, "It is often said that you can tell a lot about the makeup of a community when its people are faced with extraordinary challenges. Although we continue to assess the damage that the winter storm caused to our city and our infrastructure, I couldn't be prouder of how our community pulled together when faced with adversity."

Mayor Mizani highlighted several things that the City did to assist its residents and the neighboring communities:

Keller opened the Keller Public Library 24/7 for residents to warm up, recharge their

electronic devices, and sleep throughout the night.

Keller offered a 6,000-gallon tanker and brought it to the steps of Keller Town Hall. Hundreds of residents and neighbors came to Keller to fill up on gallons of clean drinkable water.

Keller assisted a neighboring city in plowing and sanding key intersections because their own truck became non-functional, in order to keep the residents of that neighboring community safe.

Keller, with the assistance of The Greater Keller Chamber of Commerce and local restaurants, was able to provide thousands of free meals to residents and surrounding neighbors.

The City Council is considering a resolution that waives permitting fees associated with damages sustained from the storm.

The City will evaluate February's data relating to water/sewer rates and see if adjustments can be made.

## **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. Jeff Harkins, 1423 Latigo Lane; Mr. Josh Anderson, 1401 Latigo Lane; Mr. Doug Curry, 1449 Latigo Lane; and Mr. Rob Martyn, 1441 Latigo Lane expressed their overall support of the Johnson Road reconstruction project, and their concerns and lack of support for the utility poles being placed on the south side of Johnson Road, adjacent to their property.

## **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 Council Member Mitch Holmes, seconded by Council Member Sheri Almond, to approve the Consent Agenda. The motion carried unanimously.**

1. [Consider approval of the Minutes of the Tuesday, February 2, 2021 Regular City Council Meeting.](#)

**Attachments:** [020221 Minutes](#)

Approved

2. [Consider a resolution approving the purchase of four \(4\) Stryker Power-Pro XT Cots, to include a seven-year service agreement, from Stryker Corporation of Kalamazoo, Michigan, for the Emergency Medical Services Division of the Fire Department; and authorizing the City Manager to execute all purchase documents relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [021621 StrykerCotPurchase RESOLUTION 4331](#)  
[021621 StrykerCotPurchase QUOTE](#)  
[021621 StrykerCotPurchase SoleSourceLetter](#)

Resolution No. 4331 approves the purchase of four (4) Stryker Power-PRO XT cots, to include a seven (7)-year service agreement, for the Emergency Medical Services Division of the Fire Department, in the total amount of \$87,764.60; 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 an Interlocal Agreement with Tarrant County, Texas, for equipment and services to provide Remote Video Magistration in the Keller Regional Jail; and authorizing the City Manager to execute all documents relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [021621 Remote Magistration Resolution](#)  
[021621 Remote Magistration Exhibit A](#)

Resolution No. 4332 approves an Interlocal Agreement with Tarrant County equipment and services to provide Remote Video Magistration in the Keller Regional Jail, and further authorizes the City Manager to execute said Agreement on behalf of the City of Keller, Texas.

4. [Consider a resolution receiving the Keller Quarterly Financial Report for period ending September 30, 2020 \(unaudited\), and providing an effective date.](#)

**Attachments:** [021621 FY 20 Q4 Financial Report Resolution 4333](#)  
[021621 FY 20 Q4 Financial Report](#)

Resolution No. 4333 receives the Keller Quarterly Financial Report for period ending September 30, 2020 (unaudited).

5. [Consider a resolution receiving the Keller Quarterly Financial Report for period ending December 31, 2020, and providing an effective date.](#)

**Attachments:** [021621 FY 21 Q1 Financial Report Resolution 4334](#)  
[021621 FY 21 Q1 Financial Report](#)

Resolution No. 4334 receives the Keller Quarterly Financial Report for period ending December 31, 2020, and providing an effective date.

6. [Consider a resolution receiving the Keller Quarterly Investment Report for period ending September 30, 2020, and providing an effective date.](#)

**Attachments:** [021621 FY 20 Q4 Investment Report Resolution](#)  
[021621 FY 20 Q4 Investment Report](#)

Resolution No. 4335 receives the Keller Quarterly Investment Report for period ending September 30, 2020, and providing an effective date.

7. [Consider a resolution receiving the Keller Quarterly Investment Report for period ending December 31, 2020, and providing an effective date.](#)

**Attachments:** [021621 FY 21 Q1 Investment Report Resolution](#)  
[021621 FY 21 Q1 Investment Report](#)

Resolution No. 4336 receives the Keller Quarterly Investment Report for period ending December 31, 2020, and providing an effective date.

8. [Consider a resolution approving the bid from Earthworks Inc., of Alvarado, Texas for contractual services relating to Grounds Management Services - Parks, Facility Grounds, Medians and Parkways, for the Parks and Recreation Department, for a three \(3\) year period, with one \(1\) additional one \(1\) year renewal period, not to exceed four \(4\) years; and authorizing the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.](#)

**Attachments:** [021621 Grounds Management Services Resolution](#)  
[021621 Grounds Management Services Bid Tab](#)  
[021621 Grounds Management Services Invitation to Bid](#)  
[021621 Grounds Management Services Bid Comparison](#)

Resolution No. 4337 approves the bid from Earthworks, Inc., of Alvarado, Texas, for contractual services relating to Grounds Management Services - Parks, Facility Grounds, Medians and Parkways, for the Parks and Recreation Department, for a three (3) year term with the one (1) additional one (1) year renewal period, not to exceed four (4) years, in an amount not to exceed \$259,126.00 per year; and further authorizes the City Manager to execute all contract documents relating thereto on behalf of the City of Keller, Texas.

## **G. OLD BUSINESS - None**

## **H. NEW BUSINESS**

1. [Consider approval of an extension to the Declaration of a Local Disaster Due to Severe Winter Weather Event, and take any necessary action.](#)

Mayor Armin Mizani stated that he issued a Declaration of Local Disaster Due to the Severe Winter Weather Event for the City of Keller on February 17, 2021, and that the declaration may only be in effect for a period not to exceed seven days from the issued date. The declaration may be continued or extended as deemed necessary by approval of the City Council.

**A motion was made by Council Member Chris Whatley, seconded by Mayor Pro Tem Sean Hicks, to approve the 30 day extension to the Declaration of a Local Disaster Due to Severe Winter Weather Event, and take any necessary action. The motion carried unanimously.**

2. [Consider a resolution authorizing the waiver of Building and Construction Permit Fees for repairs to properties damaged by adverse winter weather conditions the week of February 14, 2021; declaring a public purpose; and authorizing the waiver of said fees for applications received between February 14, 2021 and May 14, 2021.](#)

**Attachments:** [022421 Waiver of Fees Resolution](#)

Community Development Director Julie Smith addressed the City Council stating that the

approval of the proposed resolution will authorize the City Manager, or his designee, to waive fees for any permit application received from February 14, 2021 through May 14, 2021 relative to plumbing permits associated with the repair of property damage caused by the Winter Storm. Permit fees for extensive work beyond plumbing repairs shall also be considered on a case by case basis to bring structures back to their pre-storm condition.

**A motion was made by Council Member Chris Whatley, seconded by Council Member Beckie Paquin, to approve Resolution No. 4338 authorizing the waiver of Building and Construction Permit Fees for repairs to properties damaged by adverse winter weather conditions the week of February 14, 2021; declaring a public purpose; and authorizing the waiver of said fees for applications received between February 14, 2021 and May 14, 2021. The motion carried unanimously.**

#### **I. DISCUSSION – None**

#### **J. EXECUTIVE SESSION - None**

Executive Session was not held during the Regular Meeting.

#### **K. ADJOURN**

Mayor Armin Mizani adjourned the Regular Meeting at 8:11 P.M. and reconvened the Work Session.

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Mayor

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City Secretary