

**MINUTES OF THE  
REGULAR CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS  
December 14, 2011**

A regular called meeting of the City Council of the City of Tyler, Texas, was held Wednesday, December 14, 2011 at 9:00 a.m. in the Council Chamber, City Hall, Tyler, Texas, with the following present:

Mayor: Barbara Bass  
Mayor Pro Tem: Sam Mezayek  
Councilmembers: Martin Heines  
Donald Sanders  
Mark Whatley  
Ralph Caraway  
Jason Wright

City Manager: Mark McDaniel  
City Attorney: Gary C. Landers  
Deputy City Attorney: Steve Kean  
Airport Manager: Davis Dickson  
Human Resources Director: ReNissa Wade  
Development Services Engineer: Michael Wilson  
Chief Financial Officer: Daniel Crawford  
Chief Information Officer: Benny Yazdanpanahi  
City Engineer: Carter Delleney  
City Fire Chief: Tim Johnson  
City Police Chief: Gary Swindle  
Director of External Relations & Organizational Development: Susan Guthrie  
Director of Parks and Recreation: Stephanie Rollings  
Director of Planning and Zoning: Barbara Holly  
Director of Solid Waste: Dan Brotton  
Budget/Internal Auditor: Keidric Trimble  
Transit Manager: Heather Nick  
Water Quality and Production Manager: Jimmie Johnson  
Director of Utilities & Public Works: Greg Morgan  
Traffic Engineer: Peter Eng  
City Clerk: Cassandra Brager

**INVOCATION**

The Invocation was given by Councilmember Caraway.

**MINUTES**

Motion by Councilmember Caraway to approve the November 16, 2011 minutes; seconded by Mayor Pro Tem Mezayek; motion carried 7 - 0 & approved as presented.

**EMPLOYEE AWARDS – RECOGNITIONS, SERVICE**

**A-1 Service Awards**

We would like to recognize the following employee for his years of service and commitment to the City of Tyler. At this important milestone, we express our sincere appreciation for your dedication and for the special contribution you make to our organization. This employee represents over **20-years** of service with the City of Tyler.

**Retirees - Service Awards**

<b>DATE OF HIRE:</b>	<b>FIRST NAME:</b>	<b>LAST NAME:</b>	<b>POSITION:</b>	<b>DEPARTMENT:</b>	<b>YEARS OF SERVICE:</b>
12/18/1991	Charles	Alexander	Driver Trainer	Solid Waste	20

**A-2 New Hires Recognitions**

The following employee(s) were hired by the City of Tyler during the month of November 2011. We would like to take this opportunity to welcome these new employee(s).

**New Employees**

<b>FIRST NAME:</b>	<b>LAST NAME:</b>	<b>POSITION:</b>	<b>DEPARTMENT:</b>
Dale	Binkert	Code Services Officer	Code Enforcement
Stephen	Self	Videographer	Communications
Breanna	Hoard	City Volunteer Coordinator	Human Resources
Michelle	Letulle (luh-tool)	Receptionist/Greeter	Human Resources
Kasie	Cantrell	Deputy Court Clerk	Municipal Court
Roxanna	Moreno	Deputy Court Clerk	Municipal Court
Heather	Bolestridge	Recreation Specialist	Parks & Recreation
Alexandria	Bennett	PST I	Police
Luz Emilia	Carlson	PST II	Police
Uriah	Hunt	Plant Operator I	Water Plant

**A-3 Request that the City Council consider recognizing the Tyler Firefighter Combat Challenge Team.**

**A-4 Request that the City Council consider accepting the “Certificate of Achievement Award for Excellence in Financial Reporting” from the Government Finance Officers Association of the United States and Canada for the City of Tyler’s Fiscal Year 2009-2010 Comprehensive Annual Financial Report.**

## ZONING

- Z-1 APPLICATION A12-11-001 FAIR ANNEXATION AND STREET NAME CHANGE**  
Request that the City Council consider adopting an Ordinance providing for the voluntary annexation of the Fair Trust property together with a ten foot strip crossing the Highway 69 North right-of-way. The proposed annexation area consists of approximately 113.81 acres lying adjacent to the present boundary limits of the City of Tyler at the intersection of Highway 69 North and County Road 471. Also consider recommending:
- A. The new boundary of the City Limits.
  - B. The new boundary of the Extraterritorial Jurisdiction.
  - C. The new boundary of City Council District #3.
  - D. The Land Use Guide to reflect a General Commercial Land Use.
  - E. Original zoning of 113.81 acres of "C-2", General Commercial District.
- It is also requested that the City Council consider adopting an ordinance re-naming a portion of CR 461 to James Fair Parkway. (O-2011-102) (O-2011-103)

Motion by Councilmember Caraway; seconded by Councilmember Whatley; motion carried 7 - 0 & approved as presented.

## PRESENTATIONS

- P-1** Request that the City Council consider receiving a presentation about the organization's goal to pursue the Malcolm Baldrige National Quality Award and Texas Award for Performance Excellence.

## RESOLUTION

- R-1** Request that the City Council consider adoption of a Resolution adopting a Hazard Mitigation Action Plan, which will profile each hazard, and develop risk assessments and goals that would have the greatest benefit in reducing hazard impacts to the City. (R-2011-38)

Motion by Mayor Pro Tem Mezayek; seconded by Councilmember Whatley; motion carried 7 - 0 & approved as presented.

## MISCELLANEOUS

- M-1** Request that the City Council consider approving an Interlocal Agreement with the City of Chandler establishing an agreed upon Extraterritorial Jurisdiction boundary west of Tyler.

Motion by Councilmember Whatley; seconded by Councilmember Sanders; motion carried 7 - 0 & approved as presented.

**M-2 Request that City Council consider reviewing and accepting the Revenue and Expenditure Report for the quarter ending September 30, 2011.**

Motion by Mayor Pro Tem Mezayek; seconded by Councilmember Wright; motion carried 7 - 0 & approved as presented.

**M-3 Request City Council consider approving the Sandy Beach Subdivision plat, establish a minimum lease purchase price of \$250,000 and authorize the City Manager to proceed with the sale of leases within this subdivision through the sealed bid process.**

Motion by Mayor Pro Tem Mezayek; seconded by Councilmember Sanders; motion carried 7 - 0 & approved as presented.

**M-4 Request that the City Council consider authorizing the City Manager to execute Work Order No. 2 in the amount of \$53,000 to Wisenbaker, Fix & Associates for Westside Wastewater Treatment Plant Dewatering Facility.**

Motion by Councilmember Sanders; seconded by Mayor Pro Tem Mezayek; motion carried 7 - 0 & approved as presented.

**M-5 Request that the City Council consider authorizing the City Manager to purchase equipment and materials for the traffic related 2011-2012 Capital Improvements Projects.**

Motion by Councilmember Caraway; seconded by Councilmember Sanders; motion carried 7 - 0 & approved as presented.

**M-6 Request that the City Council consider awarding Medical Stop-Loss and Life Insurance contracts to ING/ReliaStar for the calendar year starting January 1, 2012 with three additional one-year renewal options.**

Motion by Mayor Pro Tem Mezayek; seconded by Councilmember Caraway; motion carried 7 - 0 & approved as presented.

**CONSENT**

**(These items are considered to be routine or have been previously discussed, and can be approved in one motion, unless a Council Member asks for separate consideration of an item).**

**C-A-1 Request that the City Council consider authorizing the City Manager to purchase nine AutoCITE X3 Handheld Citation Issuance Computers from Duncan Solutions at a total cost of \$49,500.**

**C-A-2 Request that the City Council approve the expenditure of \$79,586.85 for Mandated Water System Fee to the Texas Commission on Environmental Quality.**

- C-A-3** Request that the City Council consider ratifying staff action to executing a Monthly Bio-Solids Disposal Contract with Synagro of Texas – CDR, Inc., of Houston, Texas.
- C-A-4** Request that the City Council consider authorize the City Manager to purchase two 2012 Mack GU713 Tractors in the amount of \$226,430 for Bio-solids Operations at Southside and Westside Wastewater Treatment Plants.
- C-A-5** Request that the City Council consider authorize the City Manager to purchase two 32-foot full steel frame aluminum bed end dump trailers in the amount of \$124,664 for Bio-solids Operations at Southside Wastewater Treatment Plant.
- C-A-6** Request that the City Council consider authorizing the City Manager to purchase two roll off cabs, chassis and bodies from East Texas Mack Sales through the BuyBoard Cooperative purchasing program; accept the 36-month estimated buy-back agreement for these vehicles from East Texas Mack Sales and confirm the sell-back of roll off unit no. 09683 and unit no. 09684 to East Texas Mack Sales.
- C-A-7** Request that the City Council consider authorizing the City Manager to purchase various replacement vehicles.
- C-A-8** Request that the City Council consider ratifying staff action to execute Change Order No. 1 with Reynolds & Kay, LTD in the amount of \$491,124, for the 2011 Runway 4/22 Safety Area Improvement Project at Tyler Pounds Regional Airport requiring a local match of \$24,556.
- C-A-9** Request that the City Council consider authorizing the City Manager to execute Work Order No. 18 for engineering services with Wisenbaker, Fix and Associates for construction administration and bidding-related services for the Construction of Taxiway K (Kilo) at Tyler Pounds Regional Airport in an amount not to exceed \$412,120, and for the Half Cent Sales Tax Board to consider funding the maximum local obligation of \$20,606.
- C-A-10** Request that the City Council consider authorizing the City Manager to execute an Interlocal Election Contract with Smith County to perform certain joint election services for City Council Election to be held May 12, 2012, as part of the joint election with Smith County, Tyler Independent School District, Tyler Junior College District and Whitehouse Independent School District.

Motion by Councilmember Caraway; seconded by Councilmember Sanders; motion carried 7 - 0 & approved as presented.

December 14, 2011

## BOARD APPOINTMENTS

**B-1** Request that the City Council consider approving the re-appointment of Mr. Ron Shaffer the Smith County 9-1-1 Communications District Board of Managers.

Motion by Mayor Pro Tem Mezayek; seconded by Councilmember Caraway; motion carried 7 - 0 & approved as presented.

## CITY MANAGER'S REPORT

1. Monthly CIP Report, Half Cent Board yesterday approved Palace & sidewalk projects.
2. Good progress on Fire Station #5
3. Annual employee Christmas Party today (12-14-2011) & Merry Christmas
4. Sanders-Cedar & Cochran drainage project, any way to move that along.

**RECESS FOR EXECUTIVE SESSION** City Council convened into executive session at 9:50 am.

As allowed by the Texas Open Meetings Law, Chapter 551 of the Government Code, the City Council may consider the following:


-under section 551.074 "Personnel matters" deliberation regarding the following:

The annual performance evaluation and review of City Manager.

City Council reconvened from executive session at 10:25 a m with a motion by Councilmember Wright; seconded by Councilmember Sanders that, based upon the City manager receiving a performance evaluation of Highly Satisfactory to approve all contract earned performance compensation, present and deferred and give a base salary increase of 2% effective 10-1-2012; motion carried 7-0 & approved as presented.

## ADJOURNMENT

Motion by Councilmember Sanders to adjourn the meeting at 10:37 am; seconded by Mayor Pro Tem Mezayek; motion carried 7 - 0 & meeting adjourned.

  
BARBARA BASS, MAYOR OF  
THE CITY OF TYLER, TEXAS

ATTEST:

  
CASSANDRA BRAGER, CITY CLERK

