

**MINUTES OF THE REGULAR CALLED MEETING OF  
THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS  
August 14, 2024**

A regular called meeting of the City Council of the City of Tyler, Texas, was held Wednesday, August 14, 2024 at 9:00 a.m. in the City Council Chambers, 2<sup>nd</sup> floor of City Hall, Tyler, Texas, with the following present:

Mayor:	Don Warren
Mayor Pro Tem:	Stuart Hene
Councilmembers:	Brad Curtis
	Shirley McKellar
	Petra Hawkins
	James Wynne
	Lloyd Nichols
City Manager:	Edward Broussard
Deputy City Manager:	Stephanie Franklin
Asst. City Manager:	Heather Nick
City Attorney:	Deborah G. Pullum
Deputy City Attorney:	Steve Kean
Senior Asst. City Attorney:	April Earley
Senior Asst. City Attorney:	Alesha Buckner
City Prosecutor:	James Craig
Director of Organizational Development:	Regina Y. Moss
Airport Manager:	Stephen Thompson
Main Street Director:	Amber Varona
Planning Director:	Kyle Kingma
Chief Financial Officer:	Keidric Trimble
Chief Information Officer:	Benny Yazdanpanahi
City Fire Chief:	David Coble
City Librarian:	Ashley Taylor
Code Enforcement Manager:	Chris Lennon
Compliance Engineer:	Paul Neuhaus
Operations Manager of Neighborhood Services:	Prentice Butler
Police Chief:	Jimmy Toler
City Engineer:	Darin Jennings
Traffic Engineer:	Cameron Williams
Director of Utilities:	Kate Dietz
Director of Parks & Recreation:	Leanne Robinette
Director of Solid Waste, Transit:	Leroy Sparrow
Manager, Water Utilities System,	
Operation & Maintenance:	Tim Moore
Strategic Planner:	Blake Cathey
City Clerk:	Cassandra Brager

**INVOCATION**

The Invocation was given by Councilmember Curtis.

## MINUTES

Motion by Councilmember Wynne to approve the June 26, 2024 minutes; seconded by Councilmember McKellar; motion carried 7 - 0 & approved as presented.

## PRESENTATION

### **P-1 Request that the City Council:**

- 1) Consider receiving a presentation of the Fiscal Year 2024-2025 Proposed Budget;**
- 2) Consider voting to place proposals to adopt an ad valorem tax rate and adopt the final fiscal year 2024-2025 budget as action items for the September 11, 2024 City Council meeting, and;**

Motion by Councilmember Wynne to accept the presentation of the Fiscal Year 2024-2025 proposed budget; seconded by Councilmember McKellar; motion carried 7- 0 & approved as presented.

Motion by Councilmember Curtis to schedule public hearings on the proposed property tax rate of 24.0085 cents per 100 dollars of assessed value and the proposed budget on the August 28, 2024 and September 11, 2024 City Council agenda; seconded by Councilmember McKellar; motion carried 7-0 & approved as presented.

- 3) Consider voting to schedule public hearings on the proposed property tax rate and the proposed budget on the agendas for the August 28, 2024 and September 11, 2024 City Council Meetings.**

Motion by Councilmember McKellar to place a proposal to adopt an ad valorem tax rate of 24.0085 cents per 100 dollar of assessed value and the Fiscal Year 2024-2025 budget as an action item on the September 11, 2024 City Council agenda; seconded by Councilmember Nichols; motion carried 7- 0 & approved as presented..

## MISCELLANEOUS

### **M-1 Request that the City Council consider authorizing the City Manager to execute a professional services contract with Freese and Nichols, Inc. to provide a new Comprehensive Master Plan for the City of Tyler.**

**Lance Phillips – 131 CR 37, Tyler, Texas** – Spoke on mental health and mental awareness.

**Darryl L Davis, 2719 Plaza Ave. Tyler, Texas** – Spoke on the fishing pond at the Glass Recreation Center.

Motion by Councilmember Curtis; seconded by Councilmember Nichols; motion carried 7 - 0 & approved as presented.

**Request that the City Council consider authorizing the City Manager to execute a contract with HDR Engineering, Inc., for the design of the 2024 Railroad Crossing Improvements for a total of \$600,000.00**

**M-2**

Motion by Councilmember Wynne; seconded by Councilmember Curtis; 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 ratify the underground fuel storage tank project total of \$443,855.89 to include an additional unforeseen charge of \$187,494.88.
- C-A-2** Request that the City Council consider ratifying a payment of \$159,895.00 to Capps-Capco Construction, Inc., for the replacement of the failed Jeff Davis culvert.
- C-A-3** Request that the City Council consider authorizing the City Manager to declare a Ford Explorer and Chevy Tahoe as surplus property and approve the inter-local agreement authorizing the sale to Lindale Independent School District for a total purchase price of \$24,000.00.
- C-A-4** Request that the City Council consider authorizing the City Manager to execute a contract extension with USIC Locating Services, LLC for locating and marking water, sewer, and stormwater underground facilities in a new contract amount not to exceed \$500,000, Buyboard Contract Number 632-20.
- C-A-5** Request that the City Council consider authorizing the City Manager to execute a Developer-City Participation Agreement that authorizes Tyler Water Utilities to participate in a project that extends sanitary sewer service to the Huntingtower Addition and remove an existing sewer lift station located at the Hamptons Retirement Facility in an amount not to exceed \$188,880.00.
- C-A-6** Request that the City Council consider authorizing the City Manager to purchase an additional 1/2-ton pickup from bid 23-084 to replace totaled unit 16300 for Lake Tyler Maintenance Complex for a purchase price of \$47,700.00.
- C-A-7** Request that the City Council consider authorizing the City Manager to execute Change Order No. 1 for the Capital Improvement Project (CIP) drainage construction contract with Hartbeat Construction for the Repair of Stormwater Inlet Boxes - 2024 project, Bid No. 24-016, increasing the contract amount from \$282,866.00 to \$320,449.50, funding the \$37,563.50 (13.3%) increase with Stormwater Capital Outlay Budget funds.
- C-A-8** Request that the City Council consider adopting a Resolution authorizing staff to file an application with the Texas Water Development Board (TWDB) for financial assistance not to exceed \$2,000,000.00 related to the Lead Service Line Replacement Program following the Lead Service Line Inventory as mandated by the Texas Commission on

Environmental Quality (TCEQ) and authorizing the City Manager or designee to take all actions needed to receive and expend grant funds. **(R-2024-36)**

- C-A-9** Request that the City Council consider authorizing the City Manager to approve the replats of Lots 18 and 19, East Side No. 1, located on Lake Tyler.
- C-A-10** Request that the City Council consider authorizing the ratification of the submission of the application and acceptance of the grant from the FAA totaling \$ 1,561,237.00 to fund Grant 55 for the Airfield Lighting Vault Replacement at Tyler Pounds Regional Airport.
- C-A-11** Request that the City Council consider authorizing the City Manager to award Tyler Bid No. 24-006 to B-C Company, Inc. for the Airfield Electrical Vault Replacement project at Tyler Pounds Regional Airport in the amount not to exceed \$1,459,431.00.
- C-A-12** Request that the City Council consider authorizing the City Manager to execute Work Order No. 4 for \$9,730.00 with KSA Engineers for engineering services on the Pavement Classification Rating (PCR) Analysis through the 2023 approved Master Service agreement with Tyler Pounds Regional Airport
- C-A-13** Request that the City Council consider authorizing the City Manager to sign a Pipeline Crossing Agreement with the Union Pacific Railroad (UPRR) Company for constructing a sanitary sewer pipeline within Union Pacific Railroad right-of-way and payment of the License Fee in the amount of \$7,000.
- C-A-14** Request that the City Council consider authorizing the City Manager to execute an Additional Engineering Services Contract, in an amount not to exceed \$152,700 with Langan Engineering for the Consent Decree Group 4 Remedial Measures Implementation ASR 3.

Motion by Councilmember Curtis; seconded by Councilmember McKellar; motion carried 7 - 0 & approved as presented.

### **CITY MANAGER'S REPORT**

1. On August 7th, the Main Street Program hosted the Texas Historical Commission Main Street Accreditation Team for their on-site visit and accreditation meeting. Purpose of meeting was to explain updates to the Main Street America Accreditation process, discuss the objectives of the thriving Main Street Program, provide guidance within our downtown district, and celebrate the successes of the City of Tyler Main Street Program. In May of this year, the Tyler Main Street Program was accredited for the 12th year in a row. During the meeting, the Accreditation Team informed the group that Tyler is among the highest scoring Main Street programs. It's especially noted that Tyler had them on the top scores in the strategy-driven programming, which is accredited to you as Council as well as your Main Street Board and staff in that they understand the fact that the vision that's provided and what it leads to, especially in relationship to our downtown and our Main Street area.
2. You may have seen when you walked in, kind of a big old screen, and that's not the newest size iPad, but what that is our IT department has worked very hard to create a state-of-the-art 55-inch touch display kiosk system specifically designed to improve accessibility and enhance the delivery of public services. This innovative kiosk, which is fully compliant with

the Americans with Disabilities Act, ensures that all community members, regardless of their physical abilities, can effortlessly access the services it offers. The creation of this advanced system also is a collaborative effort with our City Attorney's Office and our City Clerk's Office. Their expertise and insights were critical in ensuring that the kiosk not only meets all legal and regulatory requirements, but also addresses the specific needs of our diverse community. The kiosk allows for the City Clerk's Office to post agendas, announcements, and other important information from any location with updates made instantaneously. The system's efficiency and ease of use marked a significant advancement in how we manage and share information with the public. The project reflects the City's ongoing commitment to utilizing technology to improve public services, making information more accessible and ensuring that our systems are inclusive for all. The IT department extends its gratitude to the City Clerk and the Legal Department, we extend our gratitude to the IT department for their work on this program, which resulted in a robust and user-friendly system that will significantly benefit the entire community.

3. With the work that's going on downtown, you know, we have now buildings coming down, there's trees that were growing up in those buildings, and everything. But with a lot of that, as people come downtown, I'm sure they're like, ooh, what is this, what's going on, what's next? And so, we kind of recommend they go to the Create Tyler website, which is for both the City and for the County, so people can know of just the different goings-on and what roads are closed, what work is being done throughout Tyler and specifically downtown. And so that's the Create Tyler website for that information.
4. And then finally, as you probably drove through, coming to the Council meeting today, school is back in session. And so, our Police Department is busy today as they help with Tyler ISD, making sure that all children here in Tyler have a good, safe first day, and whatever you have the second day and third day is going to be safe too. But it is something where we do ask that people recognize to follow traffic laws and are mindful to give themselves a little extra time to get through school zones as that resumes this week.

**Councilmember McKellar** – Stated that she would like to say thanks to Mr. Davis. Thank you for coming forth to talk about anything that's happening in District 3. I will get with you and you can show me exactly what you're talking about in regards to the pond. I do jog there three times a week. I was there as of last night and people were out there fishing, so I'll get with you so you can show me exactly what you're talking about. And thank you so much for that. Thank you.

**City Manager, Edward Broussard** – Stated that Parks Director Leanne Robinette was actually going to prepare some information for Council. We do have a pump that's down over there and also Faulkner Park pump, so just trying to get both those pumps restored for that. So, there may be, as far as this picture shows, there's some moss growing in there. It's also down at Faulkner Park, and we are having some issues there and that's related to just pumps that need to be replaced and just availability of getting those pumps. But she can also join you in on that to assist with any conversation.

## **ADJOURNMENT**

Motion by Councilmember McKellar to adjourn the meeting at 9:53 am; seconded by Councilmember Curtis; motion carried 7 - 0 & meeting adjourned.



DONALD P. WARREN, MAYOR OF  
THE CITY OF TYLER, TEXAS

ATTEST:



CASSANDRA BRAGER, CITY CLERK

