

**MINUTES OF THE REGULAR CALLED MEETING OF  
THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS  
January 8, 2025**

A regular called meeting of the City Council of the City of Tyler, Texas, was held Wednesday, January 8, 2025 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 (absent)  
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  
Director of Organizational Development: Regina Y. Moss  
Planning Director: Kyle Kingma  
City Fire Chief: David Coble  
City Librarian: Ashley Taylor  
Police Chief: Jimmy Toler  
City Engineer: Darin Jennings  
Director of Utilities: Kate Dietz  
Director of Parks & Recreation: Leanne Robinette  
City Clerk: Cassandra Brager

**INVOCATION**

The Invocation was given by Mayor Warren.

**MINUTES**

Motion by Councilmember Wynne to approve the special called meeting minutes for October 16 and the regular called meeting minutes held on October 23, 2024; seconded by Councilmember McKellar; motion carried 6 - 0 & approved as presented.

**PRESENTATION**

**P-1** Request that the City Council consider hearing a presentation on collection of Municipal Court delinquent fines and fees by Perdue, Brandon, Fielder, Collins & Mott, LLP (Perdue).

Patrick Woods, Managing Partner with Perdue Brandon Law Firm- Gave a report on the collection of Municipal Court delinquent fines and fees.

## **MISCELLANEOUS**

**M-1** Request that the City Council consider authorizing the City Manager to approve the transfer of properties that the City purchased with HOME-ARP funding located at 512 W. 32nd and 516 W. 32nd to the East Texas Cares Resources Center to address the increasing homeless population. Also, request approval of the Ordinance. **(O-2025-1)**

Mayor Warren- Asked if Mrs. Calhoun could tell us a little bit about the group.

**Jannette Calhoun, CEO of East Texas Cares Resources Center** – Stated that they have been doing this since 1989. Their services to the community has expanded. They began with providing services to the community, when persons in our community were being diagnosed with, a virus that we just didn't have the information on. So, we started out providing services to people that were living with what we now know was AIDS, HIV, and we've expanded our services. We provide housing, we assist with social work. We have a social work manager, and we are supported through grants. And, we have a pantry and we provide services to persons that participate in our HEA program, which is the health, assistance program, which provides support for insurance premiums. We pay co-pays. We pay deductibles for persons that are living with HIV and, we are where this is another facet. And, someone asked a question, where did this come from? Why? We get calls all day long. This community gets calls all day long from persons that are asking for resources to help them with paying their rent, just to bridge them for that one month. And, unfortunately, we cannot provide that kind of service, for those persons. And, we also get calls from people that are in a domestic violence situation. And after being served by a sister agency that provides shelter for families, then they need to move on. So, what we are focusing on is this we not only want to bring people in that are facing homelessness, that are homeless, that might have children, that they're walking with in the cold and in the dark and in danger. We want to, and we will. We have a council, and that council will be added to. But we are working with a council that will vet people that will come in, and these people will, with the council's assistance, develop a rehabilitation program. We will determine what they need to make them whole, and we will help them if it's it is a job and having enough money to save so that they can pay their first month's rent, their last month's rent so that they can move in with their children. We will provide them with an opportunity to be there so that they can make this happen. So, we're trying to build parents, and we have another program called Parents Connect. This is the program that will support parents and give them the tools that they need to be a better parent and to keep their families together. We're going to, because we have 2 homes, we're going to serve families first, and we're going to serve single women because it would be, in our judgment, a very difficult thing to have men and women in the same property. The other thing is, we're going to have to provide security. So that means we're going to have to procure the services of a security company that will drive around, that will stop their vehicles, that will walk. And so these people have to be safe. We will have cameras in those areas where we will not threaten their privacy, and we will provide them with food. This will not be a place

where they can come and sit all day and watch the stories. No. We're going to get them active. We're going to get them moving. We're going to make them productive citizens.

Motion by Councilmember McKellar; seconded by Councilmember Wynne; motion carried 6 - 0 & approved as presented.

- M-2** Request that the City Council consider authorizing the City Manager to execute a Capital Improvements Project contract in the amount of \$1,813,982.00 with Capps-Capco Construction, Inc. for the 2024 Water System Improvements 2-Inch Line Replacement Program, Bid No. 24-040 and adopt a Resolution reserving the right to reimburse expenditures with proceeds of future debt. **(R-2025-1)**

Motion by Councilmember Curtis; seconded by Councilmember Nichols; motion carried 6 - 0 & approved as presented.

- M-3** Request that the City Council consider authorizing the City Manager to execute an engineering agreement in the amount of \$168,550 with The C.T. Brannon Corporation for the design and construction phase services for the 2024-2025 Large Water Main Replacement (Plantation Area & N. Palace Ave.) project and adopt a Resolution reserving the right to reimburse expenditures with proceeds of future debt. **(R-2025-2)**

Motion by Councilmember Curtis; seconded by Councilmember McKellar; motion carried 6 - 0 & approved as presented.

## **BOARD APPOINTMENTS**

- B-1** Request that the City Council consider making seven (7) appointments to the Construction Board of Adjustment and Appeals.

Motion by Councilmember Nichols to appoint Aaron Paul, Chris Moore, Fred Pate, Jion Dietz, John McKinney Laquila Hill and Max Slicker; seconded by Councilmember Curtis; motion carried 6 - 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 renew bid number 21-024 Category 40 and 41 for various light-duty vehicle and bus washing and detailing services to Highly Detailed of Tyler for the fiscal year 2024-25.
- C-A-2** Request that the City Council consider authorizing the City Manager to ratify a one-year extension option for NDMJ Overflow Paratransit services.
- C-A-3** Request that the City Council consider authorizing the City Manager to approve a donation to the Tyler Fire Department from the United States Air Force Bomb

Disposal Team. The donation consists of two robots and replacement parts valued at \$255,680.13

- C-A-4** Request that the City Council consider authorizing the City Manager to purchase a small-platform tactical robot for the Tyler Police Department from ICOR Technology for a total cost of \$84,371.68.
- C-A-5** Request that the City Council consider authorizing the City Manager to sign a Union Pacific Rail Road permit associated with the Greenbriar Force Main Sliplining Project and issue payment for \$4,000 for the permit.
- C-A-6** Request that the City Council consider authorizing the City Manager to execute a reconciliation change order that will decrease the contract amount by \$9,554.00 and the release of final retainage payment in the amount of \$60,657.82 to Paragon Construction & Associates for the construction of the Service Center Remodel Project.
- C-A-7** Request that the City Council consider authorizing the City Manager to extend the contract for court fines and fees collection services with Perdue, Brandon, Fielder, Collins & Mott, LLP (Perdue) through December 31, 2025.

Motion by Councilmember Curtis to approve the consent agenda as presented; seconded by Councilmember McKellar; motion carried 6 - 0 & approved as presented.

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

1. Mayor and Council, just a couple of items of note. The first of which is we are monitoring the weather conditions. It does look as though, you know, at this time, but who knows where it may have the day may change, then we won't be getting the initial severe weather that we may have anticipated beginning of the week, but this still as far as this cold. And, we wanna make sure people are careful, as we continue to have kind of freezing temperatures going into the weekend. So please continue to monitor social media. We'll put out notifications there to help people kind of with their preparation and what do they need to know, as weather conditions continue. The other thing is this also is a great opportunity to plug our Rave Alert system, and so that people can be able to kind of stay plugged in through, direct messages. We can send through their phone, in order to be able to let them know about weather conditions, and also opportunities or options they have, especially as weather gets cold, perhaps at heating centers, that type of stuff comes up. This in talking to Chief Toler yesterday as we were doing some prep on this, he reminded the group that, this is only probably the first winter storm that we'll be getting this winter. So, it's a great opportunity to take this opportunity in a time to get yourself ready for what will continue, through that. And there'll be tornado season before you know it. So even more of a reason to be registered for the Rave Alerts.
2. Downtown, as far as reconstruction, y'all have seen the huge crane, for the courthouse, go up. And with that, we'll also be continuing to prepare for just the kind of disruption as we rebuild and, make downtown, even better for our citizens and constituents. But one of the things we're doing to make sure that for everybody to as we look to see how can we help ease kind of the burden for our businesses there and for all that's going on, is for our meters that we have around the Square. We'll be making that for, like, the first two hours is free, per usage there. And we're to encourage people to come downtown as well as to make sure that they have that opportunity for parking. And so, that is one of the things that we've just rolled out, in order to help with that. We'll probably see more things as we look to see how we can make

sure that, again, that our businesses are, where we're making encouraging people to come downtown to frequent the businesses as you see construction and the disruption that goes with that going on over the next couple of years.

3. And then finally, even though it seems like Christmas was a year ago, I do want to go ahead and tell this kind of wonderful story that our Police Department was involved in. It's called Operation Christmas Card. And, Officer Carrie Long helps kinda put this on with our CRO unit, the Tyler Police Department. And this year, officers and Animal Control signed and delivered 2,578 Christmas cards and stuffed animals to nursing homes and special needs adults in the Tyler area. The residents were so happy to get the cards and stuffed animals. They were short on cards and Cumberland Elementary School helped make some of the cards for us to give out this year. Smith County Courthouse and PD dispatchers have signed the cards as well. Next year, we hope to get more city departments in on the program. We tell people this could be the only thing a person gets for Christmas, especially in the nursing homes and special needs adults that we have in the community. So why not make their holiday a little bit better? And so, if you'd like to donate unused Christmas cards for next year, please let Chief Toler or Officer Long know, and they'll take those, and be able to use that just for a joy, for Christmas 2025. And this is really an incredible program that they do, where they take the Christmas cards that you have, leftover or didn't use, and they then sign them. I'm sure I had an officer there, signed quite a few Christmas cards, to just to share love, during the season to those who are shut in or not have, people there to be able to help. And so, this is just a wonderful thing that our pro unit does. Animal Control is also heavily involved. And so just been great as far as just kind of Christmas, sharing of talents and time that they get.

**Mayor Warren** – Asked if anyone had anything else to add.

**Councilmember McKellar**– Stated, Yes, Mr. City Manager, I think I read something about free parking downtown, Tyler for a couple of hours.

**City Manager Ed Broussard** -Yes. So, for 2 hours you free parking downtown, on the Square, to help that out. So that was and like I said, you'll probably see more, this will be new territory for all of us, as reconstruction goes on of just whereas there's opportunities to kinda help the businesses, that are down there.

**Councilmember McKellar** – Stated, Thank you.

**Mayor Warren**- So, are we gonna mark the tires on that, give tickets so that Patrick and those guys can earn their money?

**City Manager Ed Broussard** - We'll talk about that later, sir.

**Mayor Warren** -Alright. Also, I wanna thank, Tom Trimble with Oncor in advance always for being here. And if we need you during the winter storms, thanks for being accessible.

## **ADJOURNMENT**

Motion by Councilmember McKellar to adjourn the meeting at 9:44 am; seconded by Councilmember Curtis; motion carried 6 - 0 & meeting adjourned.



**DONALD P. WARREN, MAYOR OF**

THE CITY OF TYLER, TEXAS

ATTEST:

  
CASSANDRA BRAGER, CITY CLERK