

**MINUTES OF THE REGULAR CALLED MEETING OF  
THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS  
June 25, 2025**

A regular called meeting of the City Council of the City of Tyler, Texas, was held Wednesday, June 25, 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:	Lloyd Nichols
Councilmembers:	Stuart Hene (absent) Petra Hawkins Shonda Marsh James Wynne Brad Curtis
City Manager:	Edward Broussard (absent)
Deputy City Manager:	Stephanie Franklin
Asst. City Manager:	Heather Nick
City Attorney:	Deborah G. Pullum
Deputy City Attorney:	Steve Kean
Director of Organizational Development:	Regina Y. Moss
Airport Manager:	Stephen Thompson
Planning Director:	Kyle Kingma
City Fire Chief:	David Coble
Code Enforcement Manager:	Chris Lennon
Compliance Engineer:	Paul Neuhaus
Housing Manager of Neighborhood Services:	Prentice Butler
Police Chief:	Jimmy Toler
Engineering Technician:	Nikki Ingram
Project Engineer:	Cody Bain
Director of Utilities:	Kate Dietz
Director of Parks & Recreation:	Leanne Robinette
Transit Manager:	Russ Jackson
Senior Management Analyst:	Blake Cathey
City Clerk:	Cassandra Brager

**INVOCATION**

The Invocation was given by Mayor Pro Tem Nichols.

**MINUTES**

Motion by Councilmember Wynne to approve the May 14, 2025 minutes; seconded by Councilmember Hawkins; motion carried 6 - 0 & approved as presented.

**AWARDS**

**A-1** Request that the City Council consider accepting the 2024 Tree City USA designation and Growth Award from the Arbor Day Foundation.

**Luke Alfaro, Urban Forester/Arborist**- Gave a brief update on the 2024 Tree City USA designation and Growth Award from the Arbor Day Foundation.

**A-2** Requests that the City Council consider recognizing the following employee for his years of service and commitment to the City of Tyler. He represents 20 years of service with the City of Tyler.

Chris Lennon, Code Enforcement Manager, 20 years of service

## **ZONING**

**Z-1** Z25-014 NORTHCHASE DEVELOPMENT LLC (3895 NORTH BROADWAY AVENUE)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-MF, Multi-Family Residential District to R-1B, Single-Family Residential District. **(O-2025-28)**

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

**Z-2** Z25-011 BEVERLY BANKS MONROE (441 AND 435 SOUTH ROSS AVENUE)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-MF, Multi-Family Residential District to R-1D, Single-Family Detached and Attached Residential District. **(O-2025-29)**

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

**Z-3** Z25-015 COLLEGE HILL BAPTIST CHURCH (1309 WEST HOUSTON STREET)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-1B, Single-Family Residential District, and C-1, Light Commercial District to R-2, Two-Family Residential Duplex District. **(O-2025-30)**

**Mayor Warren** – Asked if the duplexes would be owned by the church?

**Kyle Kingma, Planning Director** - Stated that he was not sure. The plan is to subdivide the property into the individual lots, so he was not sure if they plan to keep the lots or not, but the applicant was there and could speak to that.

**Jesse Ryder** – Stated his name was Jesse Ryder.

**Mayor Warren** - Replied with hello, Mr. Ryder, when the duplexes are built, are they actually owned by the church, or will y'all be selling the duplexes to somebody else?

**Jesse Ryder** – Stated, “Yeah, the duplex will be owned by the church.” What we kind of do is revitalize West Tyler. So, you know, we’ve got almost two acres of land that is just wooded, and so we thought we would do some duplexes that would be owned by the church.

**Mayor Warren** - Asked, Deborah. so when duplexes are owned by a church, does that make them exempt from paying property tax?

**Deborah Pullum, City Attorney** – Stated “I’m not certain about that. I believe so, but I’m not sure.”

**Councilmember Wynne** -Stated, since the land would be owned by the church, which is a tax-exempt organization, I would think so.

**Mayor Warren** -Stated that his only fear is—and I like what you're doing—my fear is if you start having churches starting to build duplexes on church property and because they're non-profits, all of a sudden they are not taxable, I guess to school, to County, to City, then, I mean, that could be something that—I don't know—it could get out of hand quick. That's just me thinking. This is the first time I've known that we've done this.

**Councilmember Hawkins**- Asked Kyle if they had researched if there are other churches in Tyler that own the land that have properties on it. I'm sure there is.

**Kyle Kingma, Planning Director**: Stated, "Yes, I'm not familiar off hand with any subdivisions or residential lots owned by churches, but the property right now is owned—or owned by the church, I believe."

**Mayor Warren** -Asked Kyle if the ones that he was talking about are they exempt from paying any kind of tax that's owned by the church?

**Kyle Kingma, Planning Director**- Stated that he had not looked into it, but he could look into that.

**Councilmember Wynne** – Asked would the transition homes from PATH—would that be something similar? That PATH still owns, that someone occupies it, that is paying the note through PATH?

**Mayor Warren** – Stated, "I don't know."

**Councilmember Hawkins** -Stated that PATH, Habitat, all those are non-profits.

**Deborah Pullum, City Attorney**- Stated that's an Appraisal District question. I really don't know. The non-profits, you know, have different rules as well, and they may or may not pay. I do know that there are a good number of churches that do own residential lots and units. I know my church does. And the properties, if they are currently owned by the church, they're currently not paying taxes.

**Councilmember Hawkins** -Asked if this is for Senior living?

**Mayor Warren** -Heather, you've got an answer?

**Heather Nick, Asst City Manager** -Stated, so, okay, upon a search, it does appear that church-owned residential property is exempt, but it depends on how the property is being used. So, if it's being used, it may be exempt only if it's used for religious worship or related activities. So, if it's residential property and it's directly for religious purposes, such as housing a Minister or Clergy whose role is directly tied to the church, it could qualify for exemption. But if it's rented out or used for general housing, it is generally taxable.

**Mayor Warren** -Stated, Okay, great. Good answer. Thank you.

Councilmember Hawkins – Stated, now we know. Thank you.

Stephanie Franklin, Deputy City Manager – Stated that we can confirm all that, too, for the Council to give you some information.

MAYOR WARREN- Stated okay. You feel good about that, Heather?

Heather Nick, Asst City Manager- Stated, “Oh yes. I have a reference. I’ll send it to Deborah.”

Motion by Councilmember Hawkins; seconded by Councilmember Marsh; motion carried 6 - 0 & approved as presented.

**Z-4** Z25-010 HERITAGE BAPTIST CHURCH OF TYLER (7720 SOUTH BROADWAY AVENUE)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-1A, Single-Family Residential District, to C-1, Light Commercial District. **(O-2025-31)**

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

**Z-5** Z25-013 SRK Group LLC (2901 COUNTY ROAD 2347)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-MF, Multi-Family Residential District to C-2, General Commercial District. **(O-2025-32)**

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

**Z-6** PD25-007 GENECOV WEST MUD CREEK LLC (8061 HOLLYTREE DRIVE)

Request that the City Council consider adoption of an Ordinance approving a zone change from R-1A, Single-Family Residential District to PUR Planned Unit Residential District with final site plan. **(O-2025-33)**

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

## ORDINANCE

**O-1** Request that the City Council consider adoption of an Ordinance approving the reappointment of a chairman and two members of the City of Tyler Tax Increment Reinvestment Zone No. 1 Board of Directors (TIRZ No. 1) **(O-2025-34)**

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

**O-2** Request that the City Council consider adoption of an Ordinance approving appointments to the Boards of Directors of the Tax Increment Reinvestment Zone No. 3 (TIRZ No. 3) and Tyler Redevelopment Authority. **(O-2025-35)**

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

**O-3** Request that the City Council consider adoption of an Ordinance approving appointments to the Board of Directors of the Tax Increment Reinvestment Zone No. 4 (TIRZ No. 4). **(O-2025-36)**

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

**O-4** Request that the City Council consider receiving a presentation on the Family Self-Sufficiency and Housing Choice Voucher Program's FY 2025-2026 Annual Plans and consider adoption of an ordinance related to approval thereof. **(O-2025-37)**

**Mayor Warren**- Stated that he would like a Bookmobile if it can be found in the budget.

**Prentice Butler, Housing Manager** – Gave a brief presentation on the Family Self-Sufficiency and Housing Choice Voucher Program's FY 2025-2026 Annual Plans.

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

## **MISCELLANEOUS**

**M-1** Request that the City Council consider authorizing the City Manager to execute a construction contract in the amount of \$2,462,950.00 with Capps-Capco Construction, for the Westside Wastewater Treatment Plant Fast-Tracked Sludge Lagoon Rehabilitation Project and adopt a Resolution reserving the right to reimburse expenditures with proceeds of future debt. **(R-2025-40)**

Motion by Councilmember Curtis; 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 Improvement Project (CIP) construction contract with Reynolds & Kay, LTD, for the 2025 Structure Flooding project for \$1,277,421.00, Bid No. 25-023.

Motion by Councilmember Wynne; seconded by Mayor Pro Tem Nichols; motion carried 6 - 0 & approved as presented.

**M-3** Request that the City Council hold a final Public Hearing and consider approval of the FY 2025-2026 Annual Action Plan for the Community Development Block Grant Program (CDBG) and the HOME Investments Partnerships Program (HOME), including approval of the proposed budgets and funding allocations for submission to the U.S. Department of Housing and Urban Development (HUD). **(O-2025-38)**

**Larry Everett, Community Development Manager**- Gave a brief update on the FY 2025-2026 Annual Action Plan for the Community Development Block Grant Program (CDBG) and the HOME Investments Partnerships Program (HOME).

**Mayor Warren**- Stated as I mentioned to Prentice—and this is going to get old for everybody else—we're trying to raise money privately for a Bookmobile for the Library. And it's about \$260,000. We've raised about \$90,000 privately. So, I know we've kind of discussed this some in the past. But we have under public facilities \$294,800. Is that earmarked to specific projects, or can \$10,000 of that go toward a Bookmobile, or is it already earmarked for specific projects?

**Larry Everett, Community Development Manager** – Stated, “Yes.” To answer your question: yes, and yes on both of those. It is earmarked for things that we already have projected we're going to do for the Annual Plan. However, we can make adjustments from that standpoint, but we have to go back and send it to HUD in terms of adjustments, what we want to use the additional funds for. We can't just unilaterally say we're going to move the funds in this section. But once we project that with HUD and let them know, we can do that. And that not only ties to our Annual Plan, but it ties to our Consolidated Plan too, which is our five-year plan. So, we have to make that correction and move it into the Consolidated Plan. And once we do that, then they will give us the approval to move forward with moving the funding somewhere else. So, the question is how we do that. We have to submit that to HUD in terms of what we're going to do for this upcoming fiscal year. And that starts on October 1st. We can't use it for this year right now because we're at the end of this year, and then we're closing out at this point. But yeah, as we look at what's on October 1, once we make our submission at that time, then they'll give us the approval to add that to our Consolidated Plan, and then we can move forward with that particular funding.

**Mayor Warren** stated, okay. If we can just discuss that at some point in time, not for now, but the Bookmobile is to serve underserved areas, so I think it's something that qualifies for the CDBG funding. But we can talk about that later.

**Larry Everett, Community Development Manager**, Stated, "Yes, it'll go towards CDBG funding, as long as we certify 75%, like you said."

City Council went into a public hearing at 9:48:07 am with no one coming forward to speak. The Mayor closed the public hearing at 9:48:15 am.

Motion by Councilmember Hawkins; seconded by Mayor Pro Tem Nichols; 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 approve Amendment #5 to the contract with Via Mobility, LLC, (RFP 21-008), to include additional costs related to paratransit software and extend the term of the existing agreement by two (2) years.
- C-A-2** Request that the City Council consider authorizing the City Manager to purchase one new 2025 Interstate 40DLA trailer from Holt Truck Buyboard Contract 9050825-6 for \$ 33,792.86.

C-A-3 Request that the City Council consider authorizing the City Manager to purchase one new International dump truck to replace unit 17268 from Holt Truck through Sourcewell contract #060920-nvs for \$173,731.50.

C-A-4 Request that the City Council consider authorizing the City Manager to purchase one new asphalt recycling trailer from Kinloch Equipment Buyboard Contract 685-22 for \$73,967.50.

C-A-5 Request that the City Council consider authorizing the City Manager to sign an indefinite right -of- way use agreement with Texas Financial Crimes Intelligence Center (FCIC) for the purpose of installing and maintaining three (3) Flock security cameras in the City of Tyler right-of-way.

C-A-6 Request that the City Council consider authorizing the City Manager to ratify the execution of the South Glenwood Ground Storage Tank Demolition contract in the amount of \$277,684.00.

C-A-7 Request that the City Council consider authorizing the City Manager to approve an interlocal agreement between Tyler Junior College and the City of Tyler for Park and Ride Service transit services in connection with the 2025 Fourth of July show.

C-A-8 Request that the City Council consider authorizing the City Manager to execute Change Order No. 2 for the 2024 Water Meter Replacement Program to increase the total contract amount by an additional 10%. This results in an overall project cost increase by 25%, increasing the original contract amount from \$3,450,000 to \$4,312,500.

C-A-9 Request that the City Council consider authorizing the City Manager to approve Aire Serve and Anzak Electric to install a single-phase climate control system at the VES mechanic shops in the amount of \$221,252.55.

C-A-10 Request that the City Council consider authorizing the City Manager to enter into an agreement with Genecov West Mud Creek LLC for the material required to upsize water mains from 8" to 12" on Timber Bend Trail in the Highland Oaks Subdivision for an amount not to exceed \$29,407.00.

C-A-11 Request that the City Council consider authorizing the City Manager to ratify the contract change order to KSA Engineers, Inc. for the Federal Aviation Administration (FAA) Grant 55 - Airfield Electrical Vault Replacement project at the Tyler Pounds Regional Airport increasing the contract amount by \$1,274.96 bringing the total from \$1,459,431.00 to \$1,460,705.96.

C-A-12 Request that the City Council consider authorizing the City Manager to ratify the approval of the U.S. Department of Transportation Disadvantaged Business Enterprise (DBE) Program Policy Statement for the Tyler Pounds Regional Airport.

Motion by Councilmember Curtis to approve the entire Consent Agenda; seconded by Councilmember Wynne; motion carried 6 - 0 & approved as presented.

## CITY MANAGER'S REPORT

1. I wanted to thank the Tyler Builders Association. The Building Services Department hosted, in conjunction with them, a Lunch and Learn on the recently approved ordinance for the new HVAC refrigerant. Just thanking them as a partner and allowing us to get the word out and help educate some of the builders and others on how the process works at the City.
2. And then we had some great park openings, Miracle League, a wonderful partner, and well attended. Opens W.E. Winters Park, which was a great opening as well. And then we hope to get on the calendar a ribbon cutting for the Legacy Trail extension, which extends into W.E. Winters Park. Some big things happening in the Parks Department.
3. And then it is July next week. So, July 4th, Friday, July 4th, the Parks Department, along with many other departments, are hosting the July 4th event for the fireworks. Four o'clock, TJC West Campus. You can ride the bus over and attend the fireworks show, and then it should start somewhere around 9 p.m. So just wanted to remind the public of that.
4. And then finally, we also have a joint City Council meeting with the Commissioners Court on July 8th. It'll start at 9:30 a.m., so that'll be us coming full circle with some of the downtown projects where we kicked it off originally with the joint meeting and then hosting it again on July 8th.

## ADJOURNMENT

Motion by Mayor Pro Tem Nichols to adjourn the meeting at 9:50 a.m.; seconded by Councilmember Wynne; motion carried 6 - 0 & meeting adjourned.



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

ATTEST:

