

**MINUTES OF THE REGULAR CALLED MEETING OF
THE CITY COUNCIL OF THE CITY OF TYLER, TEXAS
September 24, 2025**

A regular called meeting of the City Council of the City of Tyler, Texas, was held Wednesday, September 24, 2025 at 9:00 a.m. in the City Council Chambers, 2nd floor of City Hall, Tyler, Texas, with the following present:

Mayor: Don Warren
Mayor Pro Tem: Lloyd Nichols
Councilmembers: Stuart Hene
Petra Hawkins
Shonda Marsh
James Wynne
Brad Curtis

City Manager: Edward Broussard
Asst. City Manager: Heather Nick
Asst. City Manager: Keidric Trimble
City Attorney: Deborah G. Pullum
Senior Asst. City Attorney: Alesha Buckner
Director of Organizational Development: Regina Y. Moss
Planning Director: Kyle Kingma
Chief Information Officer: Benny Yazdanpanahi
City Fire Chief: David Coble
City Librarian: Ashley Taylor
Police Chief: Jimmy Toler
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 Councilmember Marsh.

MINUTES

Motion by Councilmember Wynne to approve the August 13, 2025 regular called meeting minutes and also the August 13, 2025 boards and commission work session/training minutes; seconded by Councilmember Hawkins; motion carried 7 - 0 & approved as presented.

AWARDS

- A-1** Request that the City Council consider recognizing the following employees for their years of service and commitment to the City of Tyler. They represent 165 years of service with the City of Tyler.
Michael Malone, Police Lieutenant IV, 30 years of service; John Rains, Fire Driver Engineer IV, 25 years of service; Dustin Goodwin, Fire Senior Captain II, 25 years of service; Michael Jordan, Groundskeeper, 25 years of service; Karen Reasoner, Accountant, 20 years of service; Claudia Rodriguez, Billing Supervisor, 20 years of service; Aaron Cockrell, PS Communications Supervisor, 20 years of Service

- A-2** Request that the City Council consider recognizing the following baby for her months of service and commitment to the City of Tyler. She represents six months of service with the City of Tyler.

Sofia Terrazas, Infants at Work IAW Participant, six months

PRESENTATION

- P-1** Request that the City Council consider accepting the Gold Star Affiliate Award from Keep Texas Beautiful.

Casey Williams, Keep Tyler Beautiful Coordinator- Gave a Keep Tyler Beautiful Board Annual Report.

ZONING

- Z-1** S25-003 TAE WAN PARK (3521 SOUTH BROADWAY AVENUE)
Request that the City Council consider adoption of an Ordinance for a Special Use Permit to allow for a food park.

Motion by Councilmember Hene; seconded by Mayor Pro Tem Nichols; motion carried 7 - 0 & denied as presented.

- Z-2** Z25-020 OLVI LANDAVERDE (3101 SHAW STREET)
Request that the City Council consider adoption of an Ordinance approving a zone change from R-1A, Single-Family Residential District to R-1D, Single-Family Detached and Attached Residential District. **(O-2025-60)**

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

- Z-3** Z25-021 LETC VENTURES LLC (422 REEVES STREET)
Request that the City Council consider adoption of an Ordinance approving a zone change from R-1B, Single-Family Residential District to R-2, Two-Family Residential District. **(O-2025-61)**

Motion by Councilmember Hawkins; seconded by Councilmember Wynne; motion carried 7 - 0 & approved as presented.

- Z-4** Z25-022 REGINALD JENKINS (1310 AND 1314 CLAUDE STREET)
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-2025-62)**

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

ORDINANCE

- O-1** Request that the City Council consider adoption of an Ordinance amending the Fiscal Year 2024-2025 Budget for various projects relating to Tax Increment Reinvestment Zone 3 (TIRZ 3). **(O-2025-63)**

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

- O-2** Request that the City Council consider adoption of an Ordinance amending Tyler City Code Chapter 2 by increasing the dollar amount required for competitive bidding from over \$50,000.00 to over \$100,000.00 to reflect recent changes in State law, and also increasing the dollar amount for municipal expenditures requiring City Council approval from over \$50,000 to over \$100,000.00. **(O-2025-64)**

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

BOARD APPOINTMENTS

- B-1** Request that the City Council consider making appointments and re-appointments to the Animal Control Board, Historical Preservation Board, Keep Tyler Beautiful Board and the Traffic Safety Board.

Animal Control Advisory Board – Appointed Marjorie Ream, Mary Ann Clifford, Todd Tutt, Landon Koller, and Michael Maris.

Historical Preservation Board – Reappointed Conor Herterich and Claudia Carroll and appointed Lance McWhorter, Schuyler Tarry and Lexus Bice. Appointed Claudia Carroll as Chair.

Keep Tyler Beautiful Board – Appointed Justin Hargrove

Traffic Safety Board- Appointed Alex de Ravel and James Ledet.

Councilmember Marsh stated that Oller Smith is a person that applied to the board and she would be an excellent addition to this board. Councilmember Marsh would like to have an additional person added to the board after the review of the State Law.

Motion by Councilmember Curtis; seconded by Councilmember Wynne; 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 approving an Interlocal Agreement with Smith County 911 Emergency Communications District for the continuation of the Smith

County GIS Consortium effort.

- C-A-2** Request that the City Council consider adopting an updated Resolution approving the continued participation in the Texas State Department of Information Resources (DIR) Program and General Services Commission Local Government Purchasing Program. Also, request that the City Council consider authorizing the City Manager to renew several annual leases and to utilize various vendors as sole source for parts and service for technology equipment, including computers, software, and telephones, for FY 2025-2026. **(R-2025-51)**
- C-A-3** Request that the City Council consider authorizing the City Manager to approve the purchase of one Rough Terrain Vehicle (RTV) from Lowe Tractor for Stormwater for a total purchase price of \$23,533.85 through Sourcewell Contract #12624-kba.
- C-A-4** Request that the City Council consider authorizing the City Manager to award sole source procurement to Martin Marietta, for Tyler 1L concrete during Fiscal Year 2025-2026.
- C-A-5** Request that the City Council consider adopting an Ordinance approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2025 rate review mechanism ("RRM") filing. **(O-2025-65)**
- C-A-6** Request that the City Council consider authorizing the City Manager to execute a two-year agreement for a total cost of \$69,700 with Grammarly for 200 licenses under their Business Enterprise Service
- C-A-7** Request that the City Council consider authorizing the City Manager to purchase commercial containers from Wastequip through Sourcewell Contract #010825 in the amount of \$114,119.
- C-A-8** Request that the City Council consider authorizing the City Manager to award sealed bids opened August 26, 2025, to the referenced bidders for the annual price agreements and for the purchase of various water treatment chemicals for the fiscal year October 1, 2025, through September 30, 2026.
- C-A-9** Request that the City Council consider authorizing the City Manager to approve the use of Analytical Environmental Laboratories, of Tyler, TX, as the sole source for certain testing during fiscal year 2025-2026 to be funded by the Water Production Department.
- C-A-10** Request that the City Council consider authorizing the City Manager to enter into a contract with McGriff for Property and Casualty Insurance in the amount of \$1,376,142, Hibbs Hallmark and Company for Cyber and Excess Workers Compensation Insurance in the amount of \$179,241, CAS for Workers Comp Third Party Claim Administration in the amount of \$53,160, Innovative Risk Management for Prop & Casualty Third Party Claim Administration in the amount of \$45,665 and Bosworth and Associates for the purchase of Special Events Liability Insurance with a deposit premium of \$2,000 for Fiscal Year 2025-2026 with two one-year renewal

options.

- C-A-11** Request that the City Council consider authorizing the City Manager to purchase one (1) new Stepp Pothole Patcher truck to replace unit 13210 from Kinloch through Sourcewell contract #050625-SMC for the total amount of \$262,473.00.
- C-A-12** Request that the City Council consider authorizing the City Manager to execute the Lake Tyler Residential House Lease between the City of Tyler and Peppard Properties Ltd d/b/a/ The Boulders at Lake Tyler.
- C-A-13** Request that the City Council consider adopting a Resolution appointing Jose Serpa Alvarez, MD, MS, PHD, as the Smith County Local Health Authority and authorizing Mayor Warren to sign the required State of Texas Certificate of Appointment. (R-2025-52)
- C-A-14** Request that the City Council consider authorizing the City Manager to apply for and accept funding under the Comprehensive Traffic Enforcement Grant Program administered by the Texas Department of Transportation.
- C-A-15** Request that the City Council consider authorizing the City Manager to award the annual price agreements for Red Select, Washed Sand, Asphalt and Street Material, Sak-Crete & Portland, Crushed Limestone and Cold Laid Asphalt for one year beginning October 1, 2025.
- C-A-16** Request that the City Council consider authorizing the City Manager to award a contract in the amount of \$187,826.00 to Curtis-McKinley Roofing and Sheetmetal for the historic gutter replacement and roof repair at the Carnegie Building 215 S. College, Tyler TX.
- C-A-17** Request that the City Council consider authorizing the City Manager to extend the annual price agreement to EDKO Vegetation Managers, LLC. for Roadside and Drainage Way Herbicide Spray Program for one year beginning October 01, 2025.
- C-A-18** Request that the City Council consider authorizing the City Manager to execute Amendment No. 1 to the Camp Tyler lease.
- C-A-19** Request that the City Council consider authorizing the City Manager to execute lease amendment No. 2 for The Boulders at Lake Tyler.
- C-A-20** Request that the City Council consider awarding sealed bids opened August 26 and September 9, 2025, to the referenced bidders for the annual price agreements and for the purchase of various wastewater treatment chemicals for the fiscal year October 1, 2025, through September 30, 2026.
- C-A-21** Request that the City Council consider authorizing the City Manager to purchase four (4) Ford e-Transit Vans for Tyler Transit from Model 1 Commercial Vehicles, Inc. through the Oklahoma State Contract SW0797C for a total purchase cost of \$257,635.40.

Motion by Councilmember Curtis to approve the entire consent items; seconded by Councilmember Wynne; motion carried 7 - 0 & approved as presented.

CITY MANAGER'S REPORT

1. Our Animal Services Department does an incredible job with—as far as—handling our animals that we have, but they also have an incredible art, as I've mentioned before, and during August, Animal Services collected art supplies and coloring books in lieu of adoption fees for the Breckenridge Village—for the people that live out there—and so they filled up 12 bushel tubs full of—as far as—coloring books and art supplies for the residents of Breckenridge Village, and so we're just continually impressed by our Animal Services Department and just at how they look to help everyone, including from our furry friends to our neighbors.
2. So, with that, a couple of capital project updates. Keaton Avenue drainage—the end is fast approaching on this project. This one, the asphalt paving, began last week, and a bunch of those islands are wrapping up. Keaton Avenue has been overtopped to address the new—as far as—reinforced concrete boxes that collect the water at the creek just south of the intersection of this Shannon Drive. Improvements were also made to take water coming down Keaton from Wood Elementary and into the creek now, and then that flows during the rain events have been reduced. The creek between Keaton and Bain has also been improved and armored, and the rains that we've had this year have really tested that and have come through quite well.
3. The South Glenwood ground storage tank—demolition crews were able to mobilize to the South Glenwood in the last week of August to begin demolition of the South Glenwood ground storage tank. The plan of attack was to start at the top and move down with cutting torches to dismantle the structure. The vertical portion of removal was completed last week, and Hunter Demolition is moving to the underground portion of the project now, which should be completed in the next few weeks.
4. And then, finally, downtown—as you've already seen on College—last week we began the closure in order to allow for the brick street contractors to begin work there. These crews are working to save as many bricks as possible by pulling up bricks by hand. The bricks will be cleaned and stored until they're ready to be reinstalled. The traffic is currently free to flow down to Ferguson–Erwin Street, although in October, we will start to block those off to begin the work on the brick streets over in those areas, as well as the water and sewer work that goes underneath that as well. People can always learn more about our downtown improvement projects by going to our website or following us on our social media channels, where we put quite a bit of information out on those. Also, look for signage; these signs were already put out this week for—kind of—to help people to figure out where parking is for downtown so that they can come and enjoy our restaurants and businesses that we have down here.

ADJOURNMENT

Mayor Warren -All right. Before we adjourn, I do want to recognize Dr. Jose Alvarez. He's our new Health Authority, and so we want to welcome you aboard. We did approve you in the consent agenda, but I wanted to recognize you openly. So welcome aboard; we're glad you're here.

Motion by Mayor Pro Tem Nichols to adjourn the meeting at 9:48 a.m.; seconded by Councilmember Curtis; motion carried 7 - 0 & and meeting adjourned.

September 24, 2025



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

ATTEST:



CASSANDRA BRAGER, CITY CLERK

