MINUTES OF THE REGULAR MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
THURSDAY, JUNE 25, 2015
6:00 PM

Chairman Eric Neal called the Regular meeting to order in the Commission Chambers, City Hall at 6:00 p.m.

PRESENT:

CHAIRMAN: Eric Neal, District 3

COMISSIONERS:
Gloria Moon, District 1
Vernia Calhoun, District 5
Ed Smith, District 7
Michael Mitchell, District 2
Garrett Boersma, District 6

ABSENT: LaDarius Carter, District 4

ADMINISTRATIVE STAFF PRESENT:
Lisa Agnor, City Manager
J.C. Hughes, Public Services Director
Jack Redmon, Support Services Director
Wes Morrison, Planning & Development Director
Debbie Manuel, Acting City Secretary/Finance Director
Sarah O'Brien, Director of Tourism & Promotions
Todd Fitts, City Attorney
Reggie Cooper, Fire Chief
Eddie Campa, Police Chief

INVOCATION & PLEDGE: Commissioner Boersma

185. **PRESENTATIONS FROM THE PUBLIC**

There were no presentations from the public.

PRESENTATION AND SPECIAL RECOGNITION

186. PRESENTATION OF A REPORT ON THE RECENT ALL-AMERICA CITY FINALIST COMPETITION IN DENVER, COLORADO.

Christina Anderson gave a presentation on the All-America City Finalist Competition in Denver, Colorado, and thanked the City Commission, City Staff, and Citizens for their support.

Commissioners thanked Christina and Richard Anderson for their time and effort with the competition.

Richard Anderson stated that Marshall, Texas is one of ten communities in the United States to bring home this honor, and he praised the efforts of the All-America City Delegation.

187. SPECIAL RECOGNITION OF THE CITY OF MARSHALL'S AWARD WINNING ALL-AMERICA CITY DELEGATION.

Lisa Agnor, City Manager, presented certificates of recognition and appreciation to the 2014 and 2015 City of Marshall All-America City Delegations and thanked them for their participation.

Christina Anderson presented the All-America City Award to the City of Marshall.

188. **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

189. **CONSENT AGENDA**

Commissioner Moon made a motion to approve the Consent Agenda. Commissioner Mitchell seconded the motion, which passed with a vote of 6:0.

A. Consider approval of the minutes from the June 11, 2015 Regular meeting.

B. Consider and act on a recommendation to approve an extension of the short-term treated Water Supply Contract with Norit Americas, Inc. for a period commencing July 1, 2015, and terminating no later than July 31, 2015, with the current water rate structure.

C. Consider approval of a contract extension with Chemtrade Chemicals to furnish Coagulant for surface water treatment for the City of Marshall.

D. Report regarding the status of roof replacement projects for City-owned buildings.

E. Report regarding the status of the preparation of the 2015-2016 Interlocal Agreements between the City of Marshall and Harrison County.

F. Report regarding the status of the Memorial City Hall renovation project.

G. Monthly financial report.

H. Consider approval of quarterly investment reports.

I. Code Enforcement report.

PUBLIC HEARING

190. PUBLIC HEARING REGARDING THE PROPOSED REVISION OF THE 2010-2014 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLANS.

Wes Morrison, Director of Planning and Development made a brief presentation regarding the proposed revision of the 2010-2014 Community Development Block Grant Annual Action Plans.

Chairman Neal opened the Public Hearing. No one came forward to address the Commission. Chairman Neal closed the Public Hearing.

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION

191. PRESENTATION FROM THE HARRISON COUNTY HISTORICAL MUSEUM ON THE STATUS OF EXHIBITS FOR MEMORIAL CITY HALL.

Janet Cook, Executive Director of the Harrison County Historical Museum, gave a presentation regarding the status of exhibits for Memorial City Hall. Ms. Cook stated that a grant for the exhibits was awarded in 2014 with a completion deadline of November, 2016. Ms. Cook requested that an amendment to the 2008 lease agreement to include the 2nd and 3rd floors be considered at a future meeting.

Commissioners thanked Ms. Cook for her presentation.

192. CONSIDER AND RESPOND TO A REPORT BY HAYES ENGINEERING REGARDING RESULTS OF AN ENGINEERING FLOOD STUDY OF THE FEMA FLOODPLAIN AND FLOODWAY IN TURTLE CREEK, BEGINNING UPSTREAM OF SOUTH WASHINGTON AND EXTENDING DOWNSTREAM, AND RESULTING APPLICATION FOR A FEMA LETTER OF MAP REVISION.

J.C. Hughes, Director of Public Services, introduced Joe Harle with Hayes Engineering. Mr. Harle presented a report regarding results of an engineering flood study of the FEMA floodplain and floodway in Turtle Creek, beginning upstream of South Washington and extending downstream, and resulting application for a FEMA Letter of Map Revision.

Commissioners asked questions of J.C. Hughes and Mr. Harle.

193. CONSIDER AND RESPOND TO A REPORT REGARDING CREATION OF A MUNICIPAL DRAINAGE UTILITY AND A PRELIMINARY STORM WATER DRAINAGE CAPITAL IMPROVEMENTS MASTER PLAN.

J.C. Hughes presented a report regarding creation of a Municipal Drainage Utility and a Preliminary Storm Water Drainage Capital Improvements Master Plan. He asked for approval from the Commission to move forward with research.

Commissioner Smith moved to approve researching the possibility of creating a Municipal Drainage Utility System to fund the needed drainage improvements and detention facilities. Commissioner Moon seconded the motion, which passed with a vote of 6:0.

194. CONSIDER AND ACT ON FINAL APPROVAL OF THE STAFF PROPOSED 2015 STREET IMPROVEMENT PROGRAM.

J.C. Hughes presented the Staff Proposed 2015 Street Improvement Program and asked for final approval of the program.

Commissioners asked question of J.C. Hughes regarding this agenda item.

Commissioner Calhoun made a motion for final approval of the Staff Proposed 2015 Street Improvement Program. Commissioner Moon seconded the motion, which passed with a vote of 6:0.

195. CONSIDER APPROVAL OF A REVISION TO THE 2010-2014 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLANS.

Wes Morrison asked for approval of a revision to the 2010-2014 Community Development Block Grant Annual Action Plans.

Commissioner Moon made a motion to approve a revision to the 2010-2014 Community Development Block Grant Annual Action Plans. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.

196. CONSIDER AND ACT ON A RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES WORK ORDER FOR ENGINEERING AND CONSTRUCTION INSPECTION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED STREET AND DRAINAGE IMPROVEMENTS.

J.C. Hughes asked the Commission for approval of a Professional Services Work Order for Engineering and Construction Inspection of Community Development Block Grant Funded Street and Drainage Improvements.

Commissioner Moon made a motion to approve a Professional Services Work Order for Engineering and Construction Inspection of Community Development Block Grant Funded Street and Drainage Improvements. Commissioner Mitchell seconded the motion, which passed with a vote of 6:0.

197. CONSIDER APPROVAL OF THE PURCHASE OF EMERGENCY MANAGEMENT EQUIPMENT.

Reggie Cooper, Fire Chief, presented a report regarding the City's Emergency Management Plan and requested the approval of the purchase of emergency management equipment for the Emergency Operations Center.

Commissioners asked questions regarding funding. Lisa Agnor recommended that the funding could come either from the Fire Department's 2015 Operating Budget or through the Equipment Replacement Fund with payback beginning in 2016.

Commissioners asked questions of Reggie Cooper regarding this item.

Commissioner Moon made a motion to approve the purchase of emergency management equipment. Commissioner Smith seconded the motion, which passed with a vote of 6:0.

198. DISCUSSION OF AND CONSIDERATION OF INCREASING THE 2015 CONFERENCE AND TRAINING BUDGET FOR THE CITY COMMISSION.

Commissioner Neal made a motion to table this item. Commissioner Mitchell seconded the motion, which passed with a vote of 6:0.

199. GENERAL DISCUSSION REGARDING COMMUNICATION RELATING TO OFFICIAL CITY BUSINESS.

Commissioner Moon stated her reasons for requesting this item to be placed on the agenda. Lisa Agnor stated that the discussion of official City business should be communicated to the supervisor and/or Department Directors to ensure all issues are addressed.

200. DISCUSSION OF AND CONSIDERATION OF SELLING UNUSED CITY-OWNED PROPERTIES.

Commissioner Boersma stated his reasons for requesting this item to be placed on the agenda.

The Commission engaged in discussion with City staff regarding selling of unused City-owned properties.

201. REPORT REGARDING THE STRATEGIC PLAN OF THE MARSHALL POLICE DEPARTMENT.

Eddie Campa, Police Chief, presented a report regarding the strategic plan of the Marshall Police Department.

202. **CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

203. **REQUESTS FROM COMMISSIONERS FOR ITEMS TO BE PLACED ON FUTURE AGENDAS**

- Consider approval of the implementation of the OpenGov Financial Transparency Program for the City of Marshall
- Report and recommendation from the staff in the near future regarding properties with past due taxes
- Report regarding IT Department's capabilities regarding the quality of broadcast, capabilities to conduct conference calls, and navigation of the City's website
- Discussion adding three new City employees for gutters and overgrown areas
- Discussion reinstating the position of Assistant Police Chief
- Report regarding water pressure and hydrant status and reading in the immediate downtown area
- Report regarding current status of the 2015 water and sewer improvements and extension

204. **ADJOURNMENT**

Commissioner Moon made a motion for adjournment. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.

APPROVED:

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Chairman of the City Commission
of the City of Marshall, Texas

ATTEST:

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Acting City Secretary

BUDGET WORKSHOP CANCELED