

MINUTES OF THE REGULAR MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
THURSDAY, JULY 28, 2016  
6:00 PM

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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

COMMISSIONERS:

Gloria Moon, District 1

Vernia Calhoun, District 5

Larry Hurta, District 6

Doug Lewis, District 7

ADMINISTRATIVE STAFF PRESENT:

Lisa Agnor, City Manager

Todd Fitts, City Attorney

J.C. Hughes, Public Services Director

Reggie Cooper, Fire Chief

Jack Redmon, Support Services Director

Eddie Campa, Police Chief

Wes Morrison, Planning & Development Director

Elaine Altman, City Secretary/Finance Director

ABSENT: Michael Mitchell, District 2

LaDarius Carter, District 4

CHAIRMAN NEAL PRESENTED THE FOLLOWING AGENDA FOR THE PRE-COMMISSION PUBLIC WORK SESSION:

- I. ITEMS LISTED ON THE CITY COMMISSION AGENDA AND EMERGENCY ITEMS, IF POSTED.
- II. REQUESTS BY THE CITY COMMISSIONERS FOR ITEMS TO BE PLACED ON A FUTURE AGENDA.
- III. CITY MANAGER REPORTS.
- IV. ADJOURNMENT

INVOCATION & PLEDGE: Commissioner Hurta

246. **PRESENTATIONS FROM THE PUBLIC**

John Wilson, 107 Hughes St., President of the Marshall Firefighter Association, asked the Commission to consider other cities in the Compensation, Classification, and Benefit Study than what the representatives with Ray Associates, Inc. have listed.

Dennis Smith, 584 Walker Road, representative of the Brothers United Group, spoke in support of Commissioner Mitchell.

Jaime Parkinson, 706 Harper Drive, spoke regarding the Americans with Disabilities Act.

**PRESENTATION**

247. **PRESENTATION FROM RAY ASSOCIATES, INC. REGARDING A COMPENSATION, CLASSIFICATION, AND BENEFIT STUDY FOR THE CITY OF MARSHALL.**

Katherine Ray, representative with Ray Associates, Inc., presented information regarding a Compensation, Classification, and Benefit Study for the City of Marshall.

Commissioners asked questions of Katherine Ray regarding the Study.

**ACTION ITEM FOLLOWING PRESENTATION**

248. **DISCUSSION OF AND CONSIDERATION OF PROVIDING GUIDANCE TO RAY ASSOCIATES, INC., AS NEEDED, FOR CONDUCTING THE COMPENSATION, CLASSIFICATION, AND BENEFIT STUDY FOR THE CITY OF MARSHALL.**

The Commission engaged in a discussion regarding guidance to Ray Associates, Inc. for conducting the Compensation, Classification, and Benefit Study for the City of Marshall.

Chairman Neal recommended placing this item on the agenda for the next meeting to allow the Commission to further review the information.

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

There were no items withdrawn from the Consent Agenda.

250. **CONSENT AGENDA**

**Commissioner Moon made a motion to approve the Consent Agenda. Commissioner Lewis seconded the motion, which passed with a vote of 5:0.**

- A. Consider approval of the minutes from the July 14, 2016 Special-Called meeting; and the July 14, 2016 Regular meeting.
- B. Report on the Oaklawn Municipal Golf Course for the second quarter of 2016.
- C. Monthly financial report.
- D. Consider approval of an appointment to the Planning and Zoning Commission.
- E. Code Enforcement report.

**SECOND READING OF ORDINANCES**

251. REQUEST FOR A SPECIAL USE PERMIT TO CONSTRUCT A NEW TELECOMMUNICATIONS FACILITY, NOT TO EXCEED 150 FEET IN HEIGHT, ON A 12.32 ACRE TRACT OF LAND GENERALLY LOCATED ON THE NORTH SIDE OF WEST EMORY, EAST OF SANFORD STREET, MORE SPECIFICALLY DEFINED AS 1510 SANFORD STREET.

Wes Morrison, Planning & Development Director, stated there were no changes regarding this Ordinance.

**Commissioner Calhoun made a motion to approve the Ordinance for a Special Use permit to construct a new telecommunications facility, not to exceed 150 feet in height, on a 12.32 acre tract of land generally located on the north side of West Emory, east of Sanford Street, more specifically defined as 1510 Sanford Street. Commissioner Moon seconded the motion, which passed with a vote of 5:0.**

252. CONSIDER APPROVAL OF AN ORDINANCE AMENDING THE CITY OF MARSHALL CODE OF ORDINANCES ALLOWING FEES TO BE SET BY RESOLUTION FOR THE MARSHALL ANIMAL SHELTER.

Lisa Agnor, City Manager, stated there were no changes regarding this Ordinance.

**Commissioner Hurta made a motion to approve the Ordinance amending the City of Marshall Code of Ordinances allowing fees to be set by Resolution for the Marshall Animal Shelter. Commissioner Moon seconded the motion, which passed with a vote of 5:0.**

**RESOLUTION**

253. CONSIDER APPROVAL OF A RESOLUTION TO UPDATE THE AUTHORIZED CITY OF MARSHALL REPRESENTATIVES AT TEXPOOL.

Lisa Agnor asked for approval of a Resolution to update the authorized City of Marshall representatives at TexPool to include Elaine Altman, City Secretary/Finance Director.

**Commissioner Calhoun made a motion to approve the Resolution to update the authorized City of Marshall representatives at TexPool. Commissioner Moon seconded the motion, which passed with a vote of 5:0.**

**CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION**

254. CONSIDER APPROVAL OF FINANCING FOR THE PURCHASE OF SEVEN (7) NEW VEHICLES FOR THE POLICE DEPARTMENT.

Elaine Altman asked for approval of financing in the amount of \$253, 592 for the purchase of seven (7) new vehicles for the Police Department. She recommended a lease/purchase

proposal with Texas Bank & Trust at an interest rate of 1.7962%, with a three (3) year payout.

**Commissioner Moon made a motion to approve financing for the purchase of seven (7) new vehicles for the Police Department with Texas Bank & Trust. Commissioner Lewis seconded the motion, which passed with a vote of 5:0.**

255. CONSIDER APPROVAL OF A CONTRACT FOR ARCHITECTURAL SERVICES FOR THE MARSHALL PUBLIC LIBRARY RENOVATION PROJECT.

Jack Redmon, Support Services Director, asked for approval of a contract with Mark Thacker & Associates, Architect, of Tyler, Texas, to provide architectural services for the Marshall Public Library renovation project.

**Commissioner Moon made a motion to approve a contract with Mark Thacker & Associates, Architect, of Tyler, Texas, for architectural services for the Marshall Public Library renovation project.**

Commissioners asked questions of Jack Redmon regarding this item.

**Commissioner Lewis seconded the motion.**

The Commission engaged in further discussion regarding this item.

**The motion passed with a vote of 5:0.**

256. DISCUSSION OF AND CONSIDERATION OF AN INTERLOCAL AGREEMENT WITH HARRISON COUNTY FOR JAIL SERVICES.

Lisa Agnor asked for approval of an Interlocal Agreement with Harrison County for jail services, to house City Arrestees.

Eddie Campa, Police Chief, presented alternative options for the housing of City Arrestees.

Commissioners asked questions of City Staff regarding this item.

**Chairman Neal made a motion to approve an Interlocal Agreement with Harrison County for jail services. Commissioner Calhoun seconded the motion, which passed with the following vote:**

**Ayes: 4, Chairman Neal, Commissioners Calhoun, Moon and Lewis**

**Nays: 1, Commissioner Hurta**

257. CONSIDER DESIGNATING A MEMBER OF THE CITY COMMISSION TO SERVE AS THE CITY COMMISSION'S EX OFFICIO MEMBER ON THE BOARD OF DIRECTORS OF THE MARSHALL CONVENTION AND VISITOR BUREAU.

Lisa Agnor asked the Commission to consider designating a member of the City Commission to serve as the City Commission's ex officio member on the board of directors of the Marshall Convention and Visitor Bureau, and stated that Commissioner Lewis has expressed interest in serving in this capacity.

**Commissioner Moon made a motion to designate Commissioner Lewis to serve as the City Commission's ex officio member on the board of directors of the Marshall**

**Convention and Visitor Bureau. Commissioner Calhoun seconded the motion, which passed with a vote of 5:0.**

258. CONSIDER APPROVAL OF A CITY OF MARSHALL LOGO AND GRAPHIC USE STANDARDS POLICY.

Lisa Agnor asked for approval of a City of Marshall Logo and Graphic Use Standards Policy.

**Commissioner Moon made a motion to approve the City of Marshall Logo and Graphic Use Standards Policy. Commissioner Lewis seconded the motion, which passed with a vote of 5:0.**

259. REPORT AND DISCUSSION REGARDING THE PROCESS REQUIRED TO REVISE THE CITY CHARTER.

Commissioner Hurta stated his reasons for requesting this item.

Todd Fitts, City Attorney, presented information regarding the process required to revise the City Charter.

The Commission engaged in discussion regarding this item.

260. CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA

There were no items withdrawn from the Consent Agenda.

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

- Report regarding the City Hall Annex building.

262. ADJOURNMENT

**Commissioner Moon made a motion for adjournment. Commissioner Calhoun seconded the motion, which passed with a vote of 5:0.**

**APPROVED:**

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

**ATTEST:**

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**City Secretary**

**Ordinances:** O-16-14  
O-16-15  
**Resolution:** R-16-12

MINUTES OF THE SPECIAL-CALLED MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
WEDNESDAY, AUGUST 3, 2016, 5:00 P.M.

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Chairman Eric Neal called the Special-Called meeting to order in the Conference Room, Room 201, City Hall, at 5:00 p.m.

PRESENT:

CHAIRMAN: Eric Neal, District 3

COMMISSIONERS:

Gloria Moon, District 1  
Vernia Calhoun, District 5  
Doug Lewis, District 7

LaDarius Carter, District 4  
Larry Hurta Boersma, District 6

ABSENT:

Michael Mitchell, District 2

ADMINISTRATIVE STAFF PRESENT:

Lisa Agnor, City Manager  
J.C. Hughes, Public Services Director  
Wes Morrison, Planning & Development Director  
Carolyn Howard, Director of Tourism & Promotions  
Elaine Altman, City Secretary/Finance Director

Reggie Cooper, Fire Chief  
Eddie Campa, Police Chief

263. **BUDGET WORKSHOP – DISCUSSION OF 2017 BUDGET**

The City Commission and City Staff discussed the 2017 Budget.

264. **ADJOURNMENT**

**The Budget Workshop was adjourned.**

**APPROVED:**

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

**ATTEST:**

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**City Secretary**