

MINUTES OF THE SPECIAL-CALLED MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
WEDNESDAY, JUNE 8, 2016
5:00 PM

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

PRESENT:

CHAIRMAN: Eric Neal, District 3

COMMISSIONERS:

Gloria Moon, District 1
LaDarius Carter, District 4
Doug Lewis, District 7

Michael Mitchell, District 2
Vernia Calhoun, District 5

ABSENT: Larry Hurta, District 6

ADMINISTRATIVE STAFF PRESENT:

Lisa Agnor, City Manager
Debbie Manuel, Acting City Secretary/Finance Director

Todd Fitts, City Attorney

EXECUTIVE SESSION

185. **EXECUTIVE SESSION**

A. Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Interviews for the position of City Secretary/Finance Director.

Commissioner Carter made a motion to enter into Executive Session. Commissioner Moon seconded the motion, which passed with a vote of 6:0.

Commissioner Moon made a motion to reconvene from the Executive Session. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0. The time was 6:15 p.m.

ACTION ITEM FOLLOWING EXECUTIVE SESSION

186. **CONSIDER TAKING ACTION, IF THE CITY COMMISSION IS READY TO DO SO, REGARDING THE APPOINTMENT OF A CITY SECRETARY/FINANCE DIRECTOR.**

Commissioner Carter made a motion to appoint Elaine Altman to the position of City Secretary/Finance Director. Commissioner Moon seconded the motion.

Chairman Neal stated that he would abstain due to the fact that Mrs. Altman worked part-time for his accounting firm.

This motion passed with the following vote:

Ayes: 5, Commissioners Moon, Mitchell, Carter, Calhoun, Lewis

Nays: 0

Abstain: 1, Chairman Neal

City Commission Meeting

June 8, 2016

Page 2

The Commission thanked the staff for their efforts in searching for a candidate and Debbie Manuel for serving as Acting City Secretary/Finance Director.

187. **ADJOURNMENT**

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

APPROVED:

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

ATTEST:

Acting City Secretary

MINUTES OF THE REGULAR MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
THURSDAY, JUNE 9, 2016
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

COMMISSIONERS:

Gloria Moon, District 1
LaDarius Carter, District 4
Doug Lewis, District 7

Michael Mitchell, District 2
Vernia Calhoun, District 5

ABSENT: Larry Hurta, District 6

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

Todd Fitts, City Attorney
Reggie Cooper, Fire Chief
Eddie Campa, Police Chief

INVOCATION & PLEDGE: Commissioner Carter

188. **PRESENTATIONS FROM THE PUBLIC**

Venesha Sessions, 1719 Envy, Longview, TX, Vice President of I'm So Marshall, spoke regarding the June 19th events planned in Marshall.

Mary Cooper, 213 Yvonne, spoke in support of Commissioner Mitchell and asked about the time frame of posting agendas for meetings, which Todd Fitts, City Attorney, stated they are posted 72 hours prior to the meeting as required by state law.

Tyler Owen, 2101 North East End Blvd, President of the Marshall Police Officer's Association, spoke in regards to the press release made by the Association on June 7, 2016.

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

There were no items withdrawn from the Consent Agenda.

190. **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 May 26, 2016 Regular meeting.

- B. Consider approval to award an annual contract with Gulbrandsen Technologies of Clinton, New Jersey to provide Liquid PACL/ACH Coagulant for use in the City of Marshall water treatment process.
- C. Consider approval of a request by Republic Industries, Inc., in accordance with Section 14.00 of the Solid Waste and Disposal Contract, to increase the contract for services by .6% of 1%, as based on the March Dallas-Ft. Worth Consumer Price Index, effective for the annual period beginning January 1, 2017.

PUBLIC HEARING AND ORDINANCE APPROVAL

191. CONSIDER APPROVAL OF AN ORDINANCE AMENDING THE ZONING MAP FOR A 1.13 ACRE TRACT OF LAND FROM A-E (AGRICULTURE & ESTATE) TO C-2 (RETAIL BUSINESS DISTRICT). THE SUBJECT PROPERTY IS GENERALLY LOCATED NORTH OF LOOP 390, APPROXIMATELY 1,100 FEET WEST OF U.S. HWY. 59 NORTH, MORE SPECIFICALLY DEFINED AS THE 5200 BLOCK OF WEST LOOP 390 NORTH.

Wes Morrison, Planning & Development Director, asked for approval of an Ordinance amending the zoning map for a 1.13 acre tract of land from A-E (Agriculture & Estate) to C-2 (Retail Business District). The subject property is generally located north of Loop 390, approximately 1,100 feet west of U.S. Hwy. 59 North, more specifically defined as the 5200 Block of West Loop 390 North. He stated that the Planning and Zoning Commission voted 5:0 in favor of the Ordinance.

Chairman Neal opened the public hearing.

No one came forward to speak.

Chairman Neal closed the public hearing.

Commissioner Calhoun made a motion to approve an Ordinance amending the zoning map for a 1.13 acre tract of land from A-E (Agriculture & Estate) to C-2 (Retail Business District). The subject property is generally located north of Loop 390, approximately 1,100 feet west of U.S. Hwy. 59 North, more specifically defined as the 5200 Black of West Loop 390 North. Commissioner Moon seconded the motion, which passed with a vote of 6:0.

192. CONSIDER APPROVAL OF AN ORDINANCE AMENDING THE ZONING MAP FOR A 5.2 ACRE TRACT OF LAND FROM A-E (AGRICULTURE & ESTATE) TO C-3 (GENERAL BUSINESS DISTRICT). THE SUBJECT PROPERTY IS GENERALLY LOCATED EAST OF LOOP 390, APPROXIMATELY 500 FEET NORTH OF THE U.S. HWY. 80 INTERSECTION, MORE SPECIFICALLY DEFINED AS 210 EAST LOOP 390 NORTH.

Wes Morrison asked for approval of an Ordinance amending the zoning map for a 5.2 acre tract of land from A-E (Agriculture & Estate) to C-3 (General Business District). The subject property is generally located east of Loop 390, approximately 500 feet north of the U.S. Hwy. 80 intersection, more specifically defined as 210 East Loop 390 North. He stated that the Planning and Zoning Commission voted 5:0 in favor of the Ordinance.

Chairman Neal opened the public hearing.

No one came forward to speak.

Chairman Neal closed the public hearing.

Commissioner Carter made a motion to approve an Ordinance amending the zoning map for a 5.2 acre tract of land from A-E (Agriculture & Estate) to C-3 (General Business District). The subject property is generally located east of Loop 390, approximately 500 feet north of the U.S. Hwy. 80 intersection, more specifically defined as 210 East Loop 390 North. Commissioner Mitchell seconded the motion, which passed with a vote of 6:0.

193. CONSIDER APPROVAL OF AN ORDINANCE AMENDING CHAPTER 32 OF THE CODE OF ORDINANCES ENTITLED "ZONING ORDINANCE", SPECIFICALLY RELATED TO SUB-CHAPTER 25 OF THE ZONING ORDINANCE ENTITLED "CERTIFICATE OF OCCUPANCY AND COMPLIANCE".

Wes Morrison asked for approval of an Ordinance amending Chapter 32 of the Code of Ordinances entitled "Zoning Ordinance", specifically related to sub-chapter 25 of the Zoning Ordinance entitled "Certificate of Occupancy and Compliance". He stated that the Planning and Zoning Commission voted 5:0 in favor of the Ordinance.

Chairman Neal opened the public hearing.

No one came forward to speak.

Chairman Neal closed the public hearing.

Commissioner Moon made a motion to approve an Ordinance amending Chapter 32 of the Code of Ordinances entitled "Zoning Ordinance", specifically related to sub-chapter 25 of the Zoning Ordinance entitled "Certificate of Occupancy and Compliance". Commissioner Lewis seconded the motion, which passed with a vote of 6:0.

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION

194. CONSIDER APPROVAL TO AUTHORIZE CITY STAFF TO NEGOTIATE AN ENGINEERING SERVICES CONTRACT FOR ENGINEERING AND SERVICES RELATED TO WASTEWATER SYSTEM MASTER PLAN EVALUATION AND HYDRAULIC MODELING.

J.C. Hughes, Public Services Director, asked for approval to authorize City Staff to negotiate an Engineering Services contract for engineering and services related to Wastewater System Master Plan Evaluation and Hydraulic Modeling with Burgess & Niple/KSA Engineering of Austin, Texas.

Commissioner Mitchell made a motion to approve authorizing City Staff to negotiate an Engineering Services contract for engineering and services related to Wastewater System Master Plan Evaluation and Hydraulic Modeling with Burgess & Niple/KSA Engineering of Austin, Texas. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.

195. DISCUSSION OF AND CONSIDERATION OF APPOINTMENTS TO THE MARSHALL YOUTH COMMISSION AND THE ACCOMPANYING IMPLEMENTATION SCHEDULE.

Commissioner Carter asked for consideration of the appointment of ten Marshall High School students to the Marshall Youth Commission, which will meet monthly.

Commissioner Carter made a motion to approve the appointment of ten Marshall High School students (seven members with three alternates) to the Marshall Youth Commission, which will meet monthly. Commissioner Calhoun seconded the motion.

The Commission engaged in discussion regarding this item.

This item passed with a vote of 6:0.

196. DISCUSSION REGARDING THE EXISTING CITY ORDINANCE ADDRESSING LITTER REGULATIONS.

Commissioner Moon stated her reasons for requesting this item and stated that she feels that the fine should be increased to not less than \$25.00 and not more than \$1,000.00, and asked for increased enforcement of this Ordinance.

197. REPORT REGARDING CITY STAFF RECOMMENDATIONS OF NEEDED UPGRADES/REPAIRS FOR SMITH PARK COMMUNITY CENTER, LIONS PARK COMMUNITY CENTER, AND THE CITY HALL ANNEX.

Commissioner Calhoun stated her reasons for requesting this item.

Jack Redmon, Support Services Director, presented a report regarding the needed upgrades/repairs for Smith Park Community Center, Lions Park Community Center, and the City Hall Annex.

The Commission engaged in discussion regarding this item.

198. REPORT REGARDING THE TOTAL AMOUNT OF RESERVES AVAILABLE TO ADDRESS THE NEEDS OF CITY PROPERTIES.

Commissioner Calhoun stated her reasons for requesting this item.

Lisa Agnor, City Manager presented information regarding the available reserves.

Commissioners asked questions of Lisa Agnor regarding this item.

199. ALL-AMERICA CITY UPDATE.

Christina Anderson presented an update regarding the 2015 All-America City brand and signage.

200. CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA

There were no items withdrawn from the Consent Agenda.

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

There were no requests for items to be placed on future agendas.

EXECUTIVE SESSION

202. EXECUTIVE SESSION

- A. Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Discussion regarding the interviews with candidates for the position of City Secretary/Finance Director.

This item was withdrawn.

ACTION ITEM FOLLOWING EXECUTIVE SESSION

203. CONSIDER TAKING ACTION, IF THE CITY COMMISSION IS READY TO DO SO, REGARDING THE APPOINTMENT OF A CITY SECRETARY/FINANCE DIRECTOR.

This item was withdrawn.

204. ADJOURNMENT

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

APPROVED:

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

ATTEST:

Acting City Secretary

Ordinances: O-16-11
O-16-12
O-16-13