

MINUTES OF THE REGULAR MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
THURSDAY, JUNE 11, 2015  
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

Michael Mitchell, District 2  
Garrett Boersma, District 6

ABSENT: LaDarius Carter, District 4

Ed Smith, District 7

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  
Dean Searle, Acting City Attorney  
Reggie Cooper, Fire Chief

INVOCATION & PLEDGE: Commissioner Boersma

**MINUTES**

169. CONSIDER APPROVAL OF THE MINUTES FROM THE MAY 28, 2015 REGULAR MEETING AND THE MAY 29, 2015 SPECIAL-CALLED MEETING.

**Commissioner Moon made a motion to approve the minutes from the May 28, 2015 Regular Meeting and the May 29, 2015 Special-Called Meeting. Commissioner Calhoun seconded the motion, which passed with a vote of 4:0.**

**CANVASS ELECTION**

170. CONSIDER APPROVAL OF A RESOLUTION CANVASSING THE RESULTS OF THE RUN-OFF ELECTION HELD ON JUNE 6, 2015.

Dean Searle, Acting City Attorney, asked for approval of the Resolution canvassing the results of the Run-off Election held on June 6, 2015 and read the results of the election into the record.

**Commissioner Moon made a motion to approve the Resolution canvassing the results of the Run-off Election held on June 6, 2015. Commissioner Calhoun seconded the motion, which passed with a vote of 4:0.**

**OATH OF OFFICE AND BOND APPROVAL**

171. ISSUE OATH OF OFFICE FOR CITY COMMISSONER REPRESENTING DISTRICT 2.

Dean Searle administered the Oath of Office for the City Commissioner District 2, Michael Mitchell.

172. CONSIDER APPROVAL OF BOND FOR CITY COMMISSIONER REPRESENTING DISTRICT 2.

Lisa Agnor, City Manager, asked for approval of the bond for the City Commissioner representing District 2.

**Commissioner Boersma made a motion to approve the bond for the Commissioner representing District 2. Commissioner Moon seconded the motion, which passed with a vote of 5:0.**

173. PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

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

174. PRESENTATION FROM A REPRESENTATIVE OF OPENGOV REGARDING FINANCIAL TRANSPARENCY.

At Commissioner Calhoun's request, Brad Snyder, a representative of OPENGOV, presented a webinar concerning financial transparency.

Commissioners asked questions of Brad Snyder regarding his presentation.

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

J.C. Hughes, Public Services Director, stated that Joe Harle, an engineer with Hayes Engineering was unable to attend. J.C. Hughes presented a report by Hayes Engineering regarding an engineering flood study of the FEMA floodplain and floodway in Turtle Creek.

176. CONSIDER AND ACT ON A RECOMMENDATION TO APPROVE A WORK ORDER FOR PROFESSIONAL SERVICES FOR ENGINEERING AND CONSTRUCTION INSPECTION FOR THE 2015 STREET IMPROVEMENT PROGRAM.

J.C. Hughes asked for approval of a work order for professional services with Hayes Engineering for engineering and construction inspection for the 2015 Street Improvement Program.

**Commissioner Moon made a motion to approve a work order for professional services with Hayes Engineering for engineering and construction inspection for the 2015 Street Improvement Program. Commissioner Mitchell seconded the motion, which passed with a vote of 5:0.**

177. DISCUSSION AND CONSIDERATION OF DIRECTING STAFF TO APPROPRIATE FUNDING FOR SLOPE DRAINAGE REPAIRS AT 2001 TURTLE CREEK FROM GENERAL FUND UNOBLIGATED RESERVES, AS A RESULT OF UTILITY EASEMENT EROSION.

J.C. Hughes asked for consideration to appropriate funding for slope drainage repairs at 2001 Turtle Creek from General Fund Unobligated Reserves, as a result of utility easement erosion.

Commissioners Calhoun and Boersma asked questions of J.C. Hughes.

**Commissioner Calhoun made a motion to authorize staff to appropriate funding for slope drainage repairs at 2001 Turtle Creek from General Fund Unobligated Reserves, as a result of utility easement erosion. Commissioner Boersma seconded the motion, which passed with a vote of 5:0.**

178. CONSIDER APPROVAL OF AN OIL AND GAS WELL PERMIT FOR THE VALENCE OPERATING COMPANY FOR MARTIN HEIRS GAS WELL #5H EAST OF HIGHWAY 59 SOUTH AND NORTH OF MARTIN LAKE ROAD.

Wes Morrison, Planning & Development Director, asked for approval of an oil and gas well permit for the Valence Operating Company for Martin Heirs Gas Well #5H east of Highway 59 South and north of Martin Lake Road.

**Commissioner Moon made a motion to approve an oil and gas well permit for the Valence Operating Company for Martin Heirs Gas Well #5H east of Highway 59 South and north of Martin Lake Road. Commissioner Boersma seconded the motion, which passed with a vote of 5:0.**

179. CONSIDER APPROVAL OF A BIRTHPLACE OF BOOGIE WOOGIE TRADEMARK USE POLICY.

Sarah O'Brien, Director of Tourism & Promotions, asked for approval of a Birthplace of Boogie Woogie Trademark Use Policy.

**Commissioner Moon made a motion to approve a Birthplace of Boogie Woogie Trademark Use Policy. Commissioner Calhoun seconded the motion, which passed with a vote of 5:0.**

180. CONSIDER APPROVAL OF AN AGREEMENT WITH CANSON AND CANSON FOR CONSULTING SERVICES RELATED TO THE BIRTHPLACE OF BOOGIE WOOGIE PROGRAM.

Sarah O'Brien asked for approval of an agreement with Canson and Canson for consulting services related to the Birthplace of Boogie Woogie Program.

**Commissioner Moon made a motion to approve an agreement with Canson and Canson for consulting services related to the Birthplace of Boogie Woogie Program. Commissioner Mitchell seconded the motion.**

Commissioner Boersma read a letter from Commissioner Smith stating that he feels the Birthplace of Boogie Woogie Program should be funded entirely from HOT Funds.

Commissioners asked questions of Lisa Agnor regarding funding for this agreement.

**Commissioner Moon restated her motion to approve an agreement with Canson and Canson for consulting services related to the Birthplace of Boogie Woogie Program to be funded entirely from HOT Funds. Commissioner Mitchell seconded the motion.**

Commissioner Boersma asked questions of Sarah O'Brien.

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

181. CONSIDER AUTHORIZING CITY STAFF TO GO OUT FOR BIDS FOR REPLACEMENT OF THE ROOF AT THE CENTER FOR APPLIED TECHNOLOGY BUILDING.

Lisa Agnor stated that MEDCO has requested a roof replacement at the Center for Applied Technology Building.

Jack Redmon, Director of Support Services, presented a report regarding the need for replacement of the roof at the Center for Applied Technology Building.

Commissioners asked questions of Jack Redmon regarding this item.

Lisa Agnor discussed funding for the replacement of the roof.

The Commission engaged in further discussion of this item.

**Commissioner Moon made a motion to authorize City staff to go out for bids for replacement of the roof at the Center for Applied Technology Building. Commissioner Calhoun seconded the motion, which passed with a vote of 5:0.**

182. CONSIDER APPROVAL OF A REVISION TO THE CITY EMPLOYEE OVERTIME POLICY.

Lisa Agnor asked for approval of a revision to the City Employee Overtime Policy.

**Commissioner Calhoun made a motion to approve a revision to the City Employee Overtime Policy. Commissioner Boersma seconded the motion, which passed with a vote of 5:0.**

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

- Report on the HOT Funds Policy
- Discussion of and consideration of selling unused City owned properties: vacant land and land with improvements
- Report on roof projects, as well as the cost for the library project
- Discussion regarding the Interlocal Agreements

- Status update on Memorial City Hall
- Review agreement between MEDCO and the City of Marshall for management of the Center for Applied Technology and the Business Development Center

184. ADJOURNMENT

Commissioner Moon made a motion for adjournment. Commissioner Boersma 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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Acting City Secretary

Resolution: R-15-14

**BUDGET WORKSHOP – DISCUSSION OF GOALS AND OBJECTIVES FOR THE  
2016 BUDGET**