

## MEMORANDUM

**To:** Members of the City Commission

**From:** Lisa Agnor, City Manager

**Date:** September 1, 2016

**Subject:** Approval to appropriate \$46,722.00 from General Fund Unobligated Reserves for the purpose of a Silicone Roof Refurbishment at the Business Development Center

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As you are aware, the Marshall Economic Development Corporation operates the Business Development Center, but the facility is owned by the City of Marshall. MEDCO representatives recently approached City Staff regarding the need to resolve issues with the roof of the Business Development Center, which has been repaired many times and is in poor condition. Information is attached, provided by Director of Support Services, Jack Redmon, regarding a suggested Silicone Roof Refurbishment system for the BDC.

It is the recommendation of City Staff that the Commission approve the appropriation of \$46,722.00 from General Fund Unobligated Reserves to fund this project.



September 1, 2016

To: Lisa Agnor, City Manager

From: Jack Redmon  
Director of Support Services

A handwritten signature in black ink, appearing to be "JR", is written over the text "Director of Support Services".

RE: Business Development Center Roof

The roof on the Business Development Center is approximately 35 years old, and in poor condition. Numerous repairs have been made in the last several years to the roof surface and parapet caps. In an effort to find a suitable solution, MEDCO has contacted a company specializing in a Silicone Roof Refurbishment System. We believe that this roof refurbishment system will add at least 25 years of service to the existing roof, eliminating the need for a total roof replacement at this time. The cost for this roof refurbishment system is \$46,722.00.