

MINUTES OF THE SPECIAL-CALLED MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
THURSDAY, JULY 14, 2016  
9:30 AM

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Chairman Eric Neal called the Special-Called meeting to order in the Conference Room, Room 201, City Hall, at 9:30 a.m.

PRESENT:

CHAIRMAN: Eric Neal, District 3

COMMISSIONERS:

Gloria Moon, District 1  
LaDarius Carter, District 4  
Larry Hurta, District 6

Michael Mitchell, District 2  
Vernia Calhoun, District 5  
Doug Lewis, District 7

ADMINISTRATIVE STAFF PRESENT:

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

Eddie Campa, Police Chief  
Reggie Cooper, Fire Chief

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

The City Commission and City Staff discussed the 2017 budget.

Commissioners Carter and Lewis left prior to adjournment.

223. **ADJOURNMENT**

**Commissioner Moon made a motion for adjournment. Commissioner Mitchell seconded the motion, which passed by 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

MINUTES OF THE REGULAR MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
THURSDAY, JULY 14, 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  
LaDarius Carter, District 4  
Larry Hurta, District 6

Michael Mitchell, District 2  
Vernia Calhoun, District 5

ABSENT: Doug Lewis, 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  
Elaine Altman, City Secretary/Finance Director

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

INVOCATION & PLEDGE: Commissioner Carter

223. **PRESENTATIONS FROM THE PUBLIC**

Christina Anderson, 211 W. Austin, thanked the Commission for honoring Tony Bridge and spoke in recognition of his commitment and contributions to the City of Marshall, Texas.

Mrs. Charles Wilson, 706 Whetstone, asked the Commission not to implement a significant fee increase for Caddo Hall.

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

Christopher Willie, 507 S. Allen Blvd., spoke regarding the Brothers United Group and their efforts to improve the quality of life for residence of the community and local youth.

Dennis Smith, 584 Walker Road, spoke regarding the Brothers United Group and their efforts to improve the quality of life for local youth.

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 **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

225. CONSENT AGENDA

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

- A. Consider approval of the minutes from the June 23, 2016 Regular meeting.
- B. Consider approval of Change Order #2 in our contract with Lone Star Equipment, related to the 2016 Street Improvement Program, to amend work elements on streets in our 2016 Street Improvement Program.
- C. Consider approval to reject all bids received for the construction of a metal building at the Marshall Police Department Training Facility and authorize Staff to re-bid this project.

PUBLIC HEARING

226. PUBLIC HEARING TO ALLOW PUBLIC REVIEW AND COMMENT ON AN APPLICATION BY THE MARSHALL POLICE DEPARTMENT FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT.

Eddie Campa, Police Chief, stated that a grant application in the amount of \$11,700.00 for the Edward Byrne Memorial Justice Assistance Grant for the 2016 grant year would be submitted in order to replace aging Taser equipment for the Marshall Police Department.

Chairman Neal opened the Public Hearing, and asked for anyone wishing to speak to come forward.

No one came forward to speak.

Chairman Neal closed the Public Hearing.

PUBLIC HEARING AND ORDINANCE APPROVAL

227. PUBLIC HEARING REGARDING SPECIAL USE PERMIT REQUEST 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, presented the Ordinance for a Special Use Permit request 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. He stated the Planning & Zoning Commission recommended approval of this Ordinance.

Commissioners asked questions of Wes Morrison regarding this item.

Chairman Neal opened the Public Hearing and asked anyone wishing to speak in regards to this Ordinance to come forward.

Jerry Baldwin, representative with AT&T, spoke in support of the new telecommunications facility.

Commissioners asked questions of Jerry Baldwin regarding this item.

Chairman Neal closed the Public Hearing.

**Commissioner Mitchell made a motion to approve a Special Use Permit request 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 Carter seconded the motion, which passed with a vote of 6:0.**

### PROCLAMATION

228. PROCLAMATION HONORING THE LATE H.A. "TONY" BRIDGE, JR. FOR HIS COMMITMENT AND CONTRIBUTIONS TO THE CITY OF MARSHALL, TEXAS.

Chairman Neal presented a proclamation honoring the late H.A. "Tony" Bridge, Jr. for his commitment and contributions to the City of Marshall, Texas to Christina Anderson, All America City representative.

### ORDINANCE

229. 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, asked for approval of an Ordinance amending the City of Marshall Code of Ordinances allowing fees to be set by Resolution for the Marshall Animal Shelter.

Commissioners asked questions of City Staff regarding this item.

**Commissioner Hurta made a motion to approve an Ordinance amending the City of Marshall Code of Ordinances allowing fees to be set by Resolution for the Marshall Animal Shelter. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.**

### RESOLUTIONS

230. CONSIDER APPROVAL OF A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION IN THE AMOUNT OF \$11,777.00 FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT FOR THE 2016 GRANT YEAR.

**Commissioner Mitchell made a motion to approve a Resolution authorizing the submission of a grant application in the amount of \$11,700.00 for the Edward Byrne Memorial Justice Assistance Grant for the 2016 grant year. Commissioner Carter seconded the motion, which passed with a vote of 6:0.**

231. CONSIDER APPROVAL OF A RESOLUTION AMENDING RENTAL FEES FOR THE USE OF CADDO HALL AT THE MARSHALL CONVENTION CENTER.

Jack Redmon, Support Services Director, asked for approval of a Resolution amending rental fees for the use of Caddo Hall at the Marshall Convention Center.

The Commission engaged in discussion regarding this item.

**Commissioner Hurta made a motion to table the Resolution amending rental fees for the use of Caddo Hall at the Marshall Convention Center. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.**

232. CONSIDER APPROVAL OF A RESOLUTION AUTHORIZING AN UPDATED MUNICIPAL MAINTENANCE AGREEMENT BETWEEN THE CITY OF MARSHALL AND THE STATE OF TEXAS FOR THE MAINTENANCE, CONTROL, SUPERVISION, AND REGULATION OF CERTAIN STATE HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF MARSHALL, TEXAS.

J.C. Hughes, Public Services Director, asked for approval of a Resolution authorizing an updated Municipal Maintenance Agreement between the City of Marshall and the State of Texas for the maintenance, control, supervision, and regulation of certain state highways and/or portions of state highways on the City of Marshall, Texas.

Commissioners asked questions of J.C. Hughes regarding this item.

**Commissioner Moon made a motion to approve a Resolution authorizing an updated Municipal Maintenance Agreement between the City of Marshall and the State of Texas for the maintenance, control, supervision, and regulation of certain state highways and/or portions of state highways on the City of Marshall, Texas. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.**

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION

233. CONSIDER APPROVAL OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF MARSHALL AND HARRISON COUNTY REGARDING THE 2016 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT.

Eddie Campa asked for approval of an Interlocal Agreement between the City of Marshall and Harrison County regarding the 2016 Edward Byrne Memorial Justice Assistance Grant. Chief Campa stated that Harrison County has chosen not to participate in the 2016 Edward Byrne Memorial Justice Assistance Grant therefore all the funds will be awarded to the Marshall Police Department.

**Commissioner Hurta made a motion to approve an Interlocal Agreement between the City of Marshall and Harrison County regarding the 2016 Edward Byrne Memorial Justice Assistance Grant. Commissioner Mitchell seconded the motion, which passed with a vote of 6:0.**

234. CONSIDER APPROVAL OF AN ENGINEERING SERVICES CONTRACT WITH BURGESS & NIPLE, INC. FOR ENGINEERING AND SERVICES RELATED TO

WASTEWATER SYSTEM MASTER PLAN SYSTEM EVALUATION AND HYDRAULIC MODELING.

J.C. Hughes asked for approval of an Engineering Services Contract with Burgess & Niple, Inc. for engineering and services related to Wastewater System Master Plan System Evaluation and Hydraulic Modeling.

Commissioners asked questions of J.C. Hughes regarding this item.

**Commissioner Mitchell made a motion to approve an Engineering Services Contract with Burgess & Niple, Inc. for engineering and services related to Wastewater System Master Plan System Evaluation and Hydraulic Modeling. Commissioner Moon seconded the motion, which passed with a vote of 6:0.**

235. CONSIDER AUTHORIZING CITY STAFF TO NEGOTIATE AN ENGINEERING SERVICES AGREEMENT FOR ENGINEERING AND SERVICES RELATED TO WATER SYSTEM MASTER PLAN EVALUATION AND HYDRAULIC MODELING.

J.C. Hughes, asked for authorization of City Staff to negotiate an Engineering Services Agreement for engineering services related to Water System Master Plan Evaluation and Hydraulic Modeling with Hayes Engineering of Longview, Texas.

**Commissioner Mitchell made a motion to authorize City Staff to negotiate an Engineering Services Agreement for engineering services related to Water System Master Plan Evaluation and Hydraulic Modeling with Hayes Engineering of Longview, Texas. Commissioner Moon seconded the motion, which passed with a vote of 6:0.**

236. CONSIDER AUTHORIZING THE CITY MANAGER TO EXECUTE A QUIT CLAIM DEED REGARDING A SMALL STRIP OF RIGHT-OF-WAY PROPERTY LOCATED ON W. CROCKETT STREET AT S. WELLINGTON STREET.

Todd Fitts, City Attorney, asked for authorization of the City Manager to execute a Quit Claim Deed regarding a small strip of right-of-way property located on W. Crockett Street at S. Wellington Street.

**Commissioner Carter made a motion to authorize the City Manager to execute a Quit Claim Deed regarding a small strip of right-of-way property located on W. Crockett Street at S. Wellington Street. Commissioner Calhoun seconded the motion.**

The Commission engaged in a brief discussion regarding this item.

**This item passed with a vote of 6:0.**

237. CONSIDER APPROVAL OF AN APPOINTMENT TO THE IMAGE ADVISORY BOARD.

Wes Morrison asked for approval of the appointment of Mrs. Gayle Keys to the Image Advisory Board.

**Commissioner Carter made a motion to approve the appointment of Mrs. Gayle Keys to the Image Advisory Board. Commissioner Calhoun seconded the motion, which passed with a vote of 6:0.**

238.

DISCUSSION OF AND CONSIDERATION OF RE-ESTABLISHING A PRE-COMMISSION MEETING SESSION TO BE HELD PRIOR TO EACH REGULARLY SCHEDULED CITY COMMISSION MEETING.

Commissioner Calhoun stated her reasons for requesting this agenda item.

The Commission engaged in discussion with City Staff regarding this item.

**Commissioner Mitchell made a motion to re-establish a pre-commission meeting session to be held prior to each regularly scheduled City Commission meeting. Commissioner Calhoun seconded the motion.**

The Commission engaged in further discussion regarding this item.

**This item passed with the following vote:**

**Ayes: 4, Commissioners Moon, Hurta, Calhoun and Mitchell**

**Nays: 1, Commissioner Carter**

**Abstain: Chairman Neal**

239.

REPORT AND DISCUSSION REGARDING THE STATUS OF THE MEMORIAL CITY HALL RENOVATION PROJECT.

Chairman Neal stated his reasons for requesting this item.

Jack Redmon stated that the City of Marshall will no longer be able to use inmate labor without an Interlocal Agreement and proposed that the City hire three semi-skilled workers to finish out the project. He then presented a report regarding the status of the Memorial City Hall renovation project.

Lisa Agnor presented information regarding funding for this item.

240.

REPORT REGARDING OPERATIONAL COSTS AND USAGE OF THE MARSHALL ANIMAL SHELTER.

Chairman Neal stated his reasons for requesting this item.

Eddie Campa presented a report regarding operational costs and usage of the Marshall Animal Shelter.

241.

REPORT REGARDING OPERATIONAL COSTS AND USAGE OF THE MARSHALL PUBLIC LIBRARY.

Chairman Neal stated his reasons for requesting this item.

Anna Lane, Library Director, presented a report regarding operational costs and usage of the Marshall Public Library.

242.

REPORT REGARDING THE PROCEDURE FOR POST-EVENT CLEAN-UP AT SMITH COMMUNITY CENTER AND LIONS COMMUNITY CENTER.

Commissioner Moon stated her reasons for requesting this item.

Jack Redmon presented a report regarding the newly implemented procedure for post-event clean-up at Smith Community Center and Lions Community Center.

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

There were no items withdrawn from the Consent Agenda.

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

- Report and discussion regarding the process for revising the City Charter.

245. **ADJOURNMENT**

Commissioner Carter 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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**City Secretary**

**Ordinances: O-16-14  
O-16-15  
Resolutions: R-16-10  
R-16-11**