

MEMORANDUM

To: Members of the City Commission
From: Lisa Agnor, City Manager
Date: January 10, 2017
Subject: Report on the status of the Memorial City Hall renovation project

This report is being provided to update the Commission on various aspects of the Memorial City Hall renovation project.

Financial Report

A financial report regarding Memorial City Hall is attached.

Update on Status of Renovations Project

I am attaching a copy of the memo emailed to the Commission Monday, January 9, 2017. As reported in the memo, the architects and engineers have a meeting scheduled Wednesday, January 11, 2017, and we hope to provide an additional update on that meeting at Thursday's City Commission meeting.

Memorial City Hall Development Advisory Committee Update

The Memorial City Hall Development Advisory Committee has a meeting scheduled Thursday, January 12, 2017, 8:00 a.m. The last meeting was held on November 15, 2016 and was reported on at the December 8, 2016 City Commission meeting.

Demolition/Construction Update

A report regarding project demolition and construction is attached.

FUND 75 -- MEMORIAL CITY HALL

As of 12/31/16

Beginning Fund Balance 5/31/15 1,603,818.15

Income:

Interest Income 5,395.81

Total - Income 5,395.81

Expenses:

Payroll Cost -94,806.10

Telephone-Cellular -709.50

(a) Other Supplies -38,780.35

(b) Small Tools & Equip -40,132.91

(c) Professional Fees -97,811.67

(d) Advertising -536.45

(e) Contracted Services -90,836.60

(f) Rentals -54,382.03

(g) Building Improvements -78,939.59

(h) Miscellaneous -14,407.01

(i) Other Machinery & Equipment -4,870.00

(j) Improvements -7,156.68

(k) Improvements-Data Processing -173.40

(l) Furniture & Fixtures -76.77

Total - Expenses -523,619.06

Fund 75 Balance 1,085,594.90

Funding Available for Memorial City Hall as of 12/31/16

Fund Balance - Memorial City Hall Bond Fund 1,085,594.90

General Fund Reserves (\$250,000.00 - 37,547.47) 212,452.53

1,298,047.43

FUND 75 -- MEMORIAL CITY HALL**(a) Other Supplies**

Food for Inmates-Variou Vendors	1,002.50
Various Vendors	25,938.85
McNatt Lumber	3,974.34
Fastenal Company	1,851.86
Smart Advertising	1,660.27
Service Steel	2,545.87
McElroy Metal	1,806.66

Total Other Supplies 38,780.35

(b) Small Tools & Equip

Various Vendors	15,914.08
Marshall All Seasons	1,567.04
AP Equipment & Rental	1,009.00
Anchor Safety	1,299.50
Bryan Beavers	6,590.00
Ram International	2,369.00
NAPA Auto Supplies	1,820.56
A-1 Rent All	1,150.00
Marshall Welding	8,227.35
Morgan Tool	186.38

Total Small Tools & Equip 40,132.91

(c) Professional Fees

Flowers & Assoc Architect, Inc	79,941.67
Muse Work, LLC	12,995.00
Current Design in Acoustics	675.00
Opti-Sound, Inc	1,200.00
Creative AVL Solutions	3,000.00

Total Professional Fees 97,811.67

(d) Advertising

Marshall News Messenger	536.45
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Total Advertising 536.45

FUND 75 -- MEMORIAL CITY HALL

(e) Contracted Services

Dputies for Inmates	36,275.00
Butler Construction	32,775.00
Jimmy Dewayne Ragsdall	345.00
Don Woods Electrical	2,571.60
E V Walker Construction	350.00
Mollinedo's Construction	14,400.00
D&T Custom Iron Works	4,120.00

<i>Total Contracted Services</i>	90,836.60
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(f) Rentals

Republic Services	9,514.90
A-1 Rent All	9,072.50
East TX Septic Tank & Grease	3,769.00
Bobcat of Longview	13,255.10
Bobcat of Dallas	2,460.60
Ronnie's Wrecker Service	3,664.75
3G Portable Storage	837.00
AP Equipment & Rental	8,631.10
Saf-T-Box	824.71
Sunbelt Rentals	2,352.37

<i>Total Rentals</i>	54,382.03
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(g) Building Improvements

Butler Construction	8,400.00
Jerome Todd Hatfield	90.00
Roger Woods Electric	7,049.83
Service Steel & Pipe, Inc	6,463.30
Bice Investments	5,800.00
Slone Construction	24,000.00
D & T Custom Iron Works	7,689.80
Mollinedo's Construction	10,350.00
Shop Equipment Service, LLC	8,893.00
Logan & Whaley	46.00
Lowes	157.66

<i>Total Building Improvements</i>	78,939.59
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FUND 75 -- MEMORIAL CITY HALL

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(h) Miscellaneous	
Food for Inmates-Variou Vendors	10,822.46
Variou Vendors	2,644.55
Ronald Wane Oney	940.00
<i>Total Miscellaneous</i>	14,407.01
(i) Other Machinery & Equipment	
AP Equipment & Rental	4,870.00
<i>Total Other Machinery & Equipment</i>	4,870.00
(j) Improvements	
Butler Construction	4,600.00
Elite Core Audio	1,211.14
Southwest Meter	1,201.92
Custom-Bilt Cabinet	143.62
<i>Total Improvements</i>	7,156.68
(k) Improvements-Data Processing	
Variou Vendors	173.40
<i>Total Improvements-Data Processing</i>	173.40
(l) Furniture & Fixtures	
Variou Vendors	76.77
<i>Total Furniture & Fixtures</i>	76.77



January 6, 2017

To: Marshall City Commission

From: Jack Redmon
Director of Support Services

A handwritten signature in black ink, appearing to be "JR", is positioned to the right of the sender's name.

RE: Memorial City Hall Update

The inmates are back on the job and have been very helpful in the demo for the A/C work. We have only one full time worker, other than our Superintendent, and he is mainly involved in the steel installation.

- Doors for A/C service being cutout in auditorium
- Finish work on lift continuing
- Roof leaks addressed to prevent new construction from being damaged
- Roof clean up
- Complete building clean up