

MEMORANDUM

To: Members of the City Commission

From: Jack Redmon, Acting City Manager

Date: November 2, 2018

Subject: Recommendations for Appointments to the Various City Boards, Commissions, and Committees

At the September 27, 2018, City Commission meeting, the first step in the process of filling vacancies on the various City boards, commissions, and committees was completed with the announcement of these vacancies to the Commission. This first step was followed by advertising in the local newspaper, on the City television channel, on City social media sites, on City water billing invoices, and on the City website to encourage interested citizens to contact City Hall about serving. The deadline for citizens to respond was October 31st. Responses were received from a total of 17 citizens.

We are now at the second step in the process, which includes recommendations regarding persons to be appointed and reappointed to fill vacancies. The third step will be for the City Commission to make the actual appointments at a meeting in December.

Information is attached that provides a summary of the responsibilities of each of the City boards, commission, and committees as well as recommendations for reappointments and new appointments that are needed.

CITY BOARDS, COMMISSIONS, & COMMITTEES

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

The Community Development Advisory Committee assists with establishing long-range goals and objectives for the Community Development Block Grant program and makes recommendations on the annual plan and budget for this annual federal grant. The term of service on this board is three years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms a member can serve. The current members of this committee are Loretta Martin, Bobbie Hurd, Deon Behrman, Edwin Lee, Christy Godwin, and Keith Hill. The staff member who works with this committee is Wes Morrison Director of Community & Economic Development. Questions may be directed to Mr. Morrison at 903-934-7877 or at morrison.wes@marshalltexas.net.

The terms of Keith Hill and Edwin Lee are expiring. Both are eligible for reappointment.

It is recommended that Keith Hill be reappointed.

Lenora Reed and Lee Ferguson have expressed interest in serving on this board. It is recommended that Lenora Reed and Lee Ferguson be appointed as new members on this board.

PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission hears and makes recommendations on requests for zoning changes and special use permits. This commission also reviews and approves subdivision plats in the city limits and within one mile of the city limits. The term of service on this board is three years, beginning on June 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this commission are Mike McMurry, Ronnie Oney, Charlie Oliver, Ed Hoffman, Kyle Dansby, Colin Brady, and Sherri Young. The staff member who works with this commission is Wes Morrison, Director of Community & Economic Development. Questions may be directed to Mr. Morrison at 903-934-7877 or at morrison.wes@marshalltexas.net.

Appointments to the Planning and Zoning Commission are brought before the City Commission in May or June. The Planning and Zoning Commission is not part of the annual year-end appointment process. The appointment procedures for the Planning and Zoning Commission are provided for by ordinance in the Zoning Ordinance. It is required by ordinance that the appointments to the Planning and Zoning Commission be made in May or June each year, and that all members must be resident citizens and qualified to be voters in the City of Marshall.

ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment conducts hearings on appeals to enforcement of the city's Zoning Ordinance, decides on exceptions to the Zoning Ordinance, and grants variances to the Zoning Ordinance. The term of service on this board is three years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms a member can serve. The current members of this board are Sam Fogle, Tom Webster, Jimmy Robertson, Dale Person, and Bill Seibert. The staff member who works with this board is Wes Morrison, Director of Community & Economic Development. Questions may be directed to Mr. Morrison at 903-934-7877 or at morrison.wes@marshalltexas.net.

The terms of Tom Webster, Jimmy Robertson, and Bill Seibert are expiring. All are eligible for reappointment. There is also one additional vacancy on this board which needs to be filled.

It is recommended that Tom Webster, Jimmy Robertson, and Bill Seibert be reappointed.

Matthew Kuhn has expressed interest in serving on this board. It is recommended that Matthew Kuhn be appointed as a new member on this board.

MARSHALL IMAGE ADVISORY BOARD

The Marshall Image Advisory Board advises the City Commission on issues related to littering and property appearance. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Stormy Nickerson, Samantha Hays, Julio Rodriguez, Cindy Leleko, John Endicott, Deb Flarity, and Gayle Keys. The staff member who works with this board is Wes Morrison, Director of Community & Economic Development. Questions may be directed to Mr. Morrison at 903-934-7877 or at morrison.wes@marshalltexas.net.

The terms of Cindy Leleko and John Endicott are expiring. Cindy Leleko is not eligible for reappointment. John Endicott is eligible for reappointment.

It is recommended that John Endicott be reappointed.

Ashli Dansby has expressed interest in serving on this board. It is recommended that Ashli Dansby be appointed as a new member on this board.

HISTORIC LANDMARK PRESERVATION BOARD

The Historic Landmark Preservation Board is responsible for the historic landmark preservation plan and makes recommendations on establishing historic landmark preservation districts in the city limits. Members of this board must have knowledge and experience in history, art, architecture, or real estate planning and development; and have demonstrated interest, competence, or knowledge in historic preservation. The term of service on this board is two years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms that a member can serve. The current members of his board are Tony Crosby, Faye Whitaker, Ralph Newman, Rita Lewis, Annye Fisher, Travis Keeney, and Mary Lynn Vassar. The staff member who works with this board is Mr. Wes Morrison Director of Community & Economic Development. Questions may be directed to Mr. Morrison at 903-934-7877 or at morrison.wes@marshalltexas.net.

The terms of Faye Whitaker, Annye Fisher, and Travis Keeney are expiring. All are eligible for reappointment.

It is recommended that Faye Whitaker, Annye Fisher, and Travis Keeney be reappointed.

MAIN STREET ADVISORY BOARD

The Main Street Advisory Board assists in the economic revitalization and promotion of downtown Marshall. This is a thirteen-member board, representing public and private sector interests. The term of service on this board is three years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Will Putnam, Suzanne Carter, Ruby Pye, Harold Raines, Karen Bickerdike, George Kezerle, Joseph Filippazo, Lucy Goladay, Deborah Parker, Diane Solomon, Sam Moseley, Melinda Gaulden, and Deb Sorich. The staff member who works with this board is Rachel Skowronek, Main Street Manager. Questions may be directed to Ms. Skowronek at 903-702-7777 or at skowronek.rachel@marshalltexas.net.

The terms of Will Putman, Harold Raines, George Kezerle, and Diane Solomon are expiring. Will Putman is not eligible for reappointment. Harold Raines, George Kezerle and Diane Solomon are eligible for reappointment.

It is recommended that Harold Raines, George Kezerle, and Diane Solomon be reappointed.

Trey Sandlin has expressed interest in serving on this board. It is recommended that Trey Sandlin be appointed as a new member on this board.

CONVENTION AND VISITOR BUREAU BOARD OF DIRECTORS

The Convention and Visitor Bureau Board of Directors is responsible for establishing operating policies for the Convention and Visitor Bureau and for evaluating the progress of the CVB in the attainment of its goals. This board consist of seven tourism related representatives. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of three consecutive full terms. The current members are Jim Davis, Vinod Patel, Jill Davis, Wes Smith, Joseph Filippazo, Stephanie Macomber, and Barbara Judkins. The staff member who works with this board is Mallori James, Tourism/Marketing Manager. Questions may be directed to Mrs. James at 903-935-4417 or at james.mallori@marshalltexas.net.

The terms of Jim Davis, Vinod Patel, Wes Smith, and Stephanie Macomber are expiring. Jim Davis, Vinod Patel, and Stephanie Macomber are not eligible for reappointment. Wes Smith is eligible for reappointment.

It is recommended that Wes Smith be reappointed.

Ryan Smith, George Carter, and Ayesha George have expressed interest in serving on this board. It is recommended that Ryan Smith, George Carter, and Ayesha George be appointed as new members on this board.

PARKS ADVISORY BOARD

The Parks Advisory Board serves as an advisory committee to the City Commission and City staff in establishing plans or procedures concerning usage, planning, goals, and objectives of parks and recreation services. The term of service on this board is three years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms a member can serve. The current members of this board are James Runnels, Mike Haynes, Jean Birmingham, Beckie Bates, Colin Brady, Jerry Calderon, and Melisa Lewis. The staff member who works with this board is Randy Pritchard, Support Services Superintendent. Questions may be directed to Mr. Pritchard at 903-934-7920 or at pritchard.randy@marshalltexas.net.

The terms of James Runnels, Mike Haynes, Jean Birmingham, and Beckie Bates are expiring. All are eligible for reappointment.

It is recommended that James Runnels, Mike Haynes, Jean Birmingham, and Beckie Bates be reappointed.

MARSHALL PUBLIC LIBRARY BOARD OF TRUSTEES

The Marshall Public Library Board of Trustees serves as the advisory board for the Marshall Public Library. Of the seven members on this board, at least five members must be full-time residents of the City of Marshall. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Ken Poindexter, Eva Oliver, Charles Cornish, Dr. Gerald Nissley, Ruby Pye, Lou Gaw, and Scherry Earl. The staff member who works with this board is Anna Lane, Library Director. Questions may be directed to Ms. Lane at 903-935-4465 or at alane@marshallpubliclibrary.org.

The terms of Ken Poindexter, Eva Oliver, Ruby Pye, and Lou Gaw are expiring. Ken Poindexter and Eva Oliver are eligible for reappointment. Ruby Pye and Lou Gaw are not eligible for reappointment.

It is recommended that Ken Poindexter and Eva Oliver be reappointed.

Christina Deel has expressed interest in serving on this board. It is recommended that Christina Deel be appointed as a new member on this board.

There is one additional vacancy on this board which need to be filled.

MARSHALL DOWNTOWN DEVELOPMENT CORPORATION

The Marshall Downtown Development Corporation promotes and assists in the development, growth, and economic wellbeing of the downtown area of Marshall. The term of service on this board is three years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Blair Abney, Colin Brady, Kat Evans, Will Adams, and Jessica Ford. The staff member who works with this board is Elaine Altman, Finance Director/City Secretary. Questions may be directed to Mrs. Altman at 903-935-4519 or at atlman.elaine@marshalltexas.net.

The terms of Blair Abney and Jessica Ford are expiring. Jessica Ford is eligible for reappointment. Blair Abney is not eligible for reappointment.

It is recommended that Jessica Ford be reappointed.

Hilary Saunders and Dr. Blair Blackburn have expressed interest in serving on this board. It is recommended that Hilary Saunders and Dr. Blair Blackburn be appointed as new members on this board.

There is also one additional vacancy on this board which can be filled.