

MINUTES OF THE REGULAR MEETING OF THE  
CITY COMMISSION OF THE CITY OF MARSHALL  
THURSDAY, SEPTEMBER 22, 2016  
6:30 PM

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Chairman Eric Neal called the Regular meeting to order in the Commission Chambers, City Hall at 6:30 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  
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  
Carolyn Howard, Tourism & Promotions Director

Todd Fitts, City Attorney  
Eddie Campa, Police Chief

CHAIRMAN NEAL PRESENTED THE FOLLOWING AGENDA FOR THE PRE-COMMISSION PUBLIC WORK SESSION:

- I. ITEMS LISTED ON THE CITY COMMISSION AGENDA AND EMERGENCY ITEMS, IF POSTED.
- II. REQUESTS BY THE CITY COMMISSIONERS FOR ITEMS TO BE PLACED ON A FUTURE AGENDA.
- III. CITY MANAGER REPORTS.
- IV. ADJOURNMENT

INVOCATION & PLEDGE: Commissioner Carter

**PRESENTATIONS**

310. PRESENTATION OF THE CITY OF MARSHALL AUDIT REPORT FOR THE 2015 FISCAL YEAR.

Mike Hallum, CPA with Knuckols, Duvall, Hallum, & Co., presented the annual audit report for the 2015 fiscal year.

311. PRESENTATION OF THE "RECOGNIZED LAW ENFORCEMENT AGENCY" AWARD TO THE MARSHALL POLICE DEPARTMENT.

Mike Bishop, Chief of the Longview Police Department presented the Marshall Police Department with the Texas Police Chiefs Association's "Recognized Law Enforcement Agency" award.

312. PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

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 **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

314. **CONSENT AGENDA**

**Commissioner Moon made a motion to approve the Consent Agenda. Commissioner Carter seconded the motion, which passed with a vote of 7:0.**

- A. Consider approval of the minutes from the September 8, 2016 Regular meeting.
- B. Monthly financial report.
- C. Code Enforcement report.

315. **PUBLIC HEARING AND ORDINANCE APPROVAL**

- A. **Z-16-05:** Conduct a Public Hearing and consider an Ordinance amending the zoning map regarding a 2.312 acre tract of land in the Peter Whetstone Survey Abstract 756 changing the zoning designations from A-E (Agriculture and Estate) to C-3 (General Business). The subject property is generally located on the east side of West Loop 390 North and on the north side of Scotts Quarter Road, more specifically defined as 1440 W. Loop 390 North.

Wes Morrison, Planning & Development Director, asked for approval of an Ordinance amending the zoning map regarding a 2.312 acre tract of land in the Peter Whetstone Survey Abstract 756 changing the zoning designations from A-E (Agriculture and Estate) to C-3 (General Business). The subject property is generally located on the east side of West Loop 390 North and on the north side of Scotts Quarter Road, more specifically defined as 1440 W. Loop 390 North. He stated that the Planning and Zoning Commission voted 4:0 in favor of the Ordinance.

Commissioners asked questions of Wes Morrison regarding this item.

Chairman Neal opened the public hearing.

No one came forward to speak.

Chairman Neal closed the public hearing.

**Commissioner Carter made a motion to approve an Ordinance amending the zoning map regarding a 2.312 acre tract of land in the Peter Whetstone Survey Abstract 756 changing the zoning designations from A-E (Agriculture and Estate) to C-3 (General Business). The subject property is generally located on the east side of West Loop 390 North and on the north side of Scotts Quarter Road, more specifically defined as 1440 W. Loop 390 North. Commissioner Moon seconded the motion, which passed with a vote of 7:0.**

**ORDINANCE**

316. CONSIDER APPROVAL OF AN ORDINANCE TO ADOPT THE ANNUAL BUDGET OF THE CITY OF MARSHALL, TEXAS FOR THE 2017 FISCAL YEAR.

Lisa Agnor, City Manager, asked for approval of an Ordinance to adopt the annual budget of the City of Marshall, Texas for the 2017 fiscal year.

**Commissioner Mitchell made a motion to approve an Ordinance to adopt the Annual Budget of the City of Marshall, Texas for the 2017 Fiscal Year. Commissioner Moon seconded the motion, which passed with the following vote:**

**Ayes: 6, Chairman Neal, Commissioners Carter, Moon, Lewis, Mitchell and Hurta**

**Nays: 1, Commissioner Calhoun**

**RATIFICATION OF PROPOSED 2016 PROPERTY TAX INCREASE**

317. CONSIDER RATIFICATION OF THE PROPOSED 2016 PROPERTY TAX INCREASE REFLECTED IN THE 2017 BUDGET IN ACCORDANCE WITH THE TEXAS LOCAL GOVERNMENT CODE.

Lisa Agnor asked for ratification of the proposed 2016 property tax increase reflected in the 2017 Budget in accordance with the Texas Local Government Code.

**Commissioner Moon made a motion for ratification of the proposed 2016 property tax increase reflected in the 2017 Budget. Commissioner Calhoun seconded the motion.**

Commissioners engaged in a brief discussion regarding this item.

**This item passed with a vote of 7:0.**

**ORDINANCES**

318. CONSIDER APPROVAL OF AN ORDINANCE LEVYING AD VALOREM TAXES FOR 2016 AT A RATE OF \$0.542160 PER \$100 OF ASSESSED VALUATION ON ALL TAXABLE PROPERTY FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MARSHALL, TEXAS, FOR THE 2017 FISCAL YEAR; AND PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES. THE TAX RATE OF \$0.542160 WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

Lisa Agnor asked for approval of an Ordinance levying ad valorem taxes for 2016 at a rate of \$0.542160 per \$100 of assessed valuation on all taxable property for the use and support of the municipal government of the City of Marshall, Texas, for the 2017 fiscal year; and providing for apportioning each levy for specific purposes. **The tax rate of \$0.542160 will raise more taxes for maintenance and operations than last year's tax rate.**

**Commissioner Calhoun made a motion to approve an Ordinance levying ad valorem taxes for 2016 at a rate of \$0.542160 per \$100 of assessed valuation on all taxable property for the use and support of the municipal government of the City of Marshall, Texas, for the 2017**

**fiscal year; and providing for apportioning each levy for specific purposes. Commissioner Moon seconded the motion, which passed with a vote of 7:0.**

319. CONSIDER APPROVAL OF AN ORDINANCE REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 24 OF THE CODE OF ORDINANCES ENTITLED SIGNS AND BILLBOARDS.

Wes Morrison asked for approval of an Ordinance repealing and replacing in its entirety Chapter 24 of the Code of Ordinances entitled Signs and Billboards. He stated that the Image Advisory Board voted unanimously in favor of the Ordinance.

The Commission engaged in discussion regarding this item.

**Commissioner Calhoun made a motion to approve an Ordinance repealing and replacing in its entirety Chapter 24 of the Code of Ordinances entitled Signs and Billboards. Commissioner Moon seconded the motion, which passed with a vote of 7:0.**

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION

320. CONSIDER APPROVAL OF AN AGREEMENT WITH THE MARSHALL CHAMBER OF COMMERCE FOR OCCUPANCY OF SPACE IN THE MARSHALL VISUAL ART CENTER.

Lisa Agnor asked for approval of an agreement with the Marshall Chamber of Commerce for occupancy of space in the Marshall Visual Art Center. She stated that the current lease with the Chamber of Commerce for office space at the Marshall Visual Art Center expired July 31<sup>st</sup>, 2016.

Carolyn Howard, Tourism & Promotions Director, stated that the proposed one year agreement provides for the following in lieu of monthly cash payments. The Chamber will provide support to the City in the production of the 2016 Wonderland of Lights:

- Ten Chamber volunteers to work at the **Wonderland of Lights Lighted Parade.**
- Five to ten Chamber volunteers will decorate **Santa's workshop.**
- The Chamber of Commerce will decorate the outside of their **front door area** for the holidays.
- Board members/commission members of Marshall Main Street, Marshall CVB and the Greater Marshall Chamber of Commerce will celebrate their unique mission with a **gathering at the Visitor Center.**
- Staff of the Chamber will give **tours of the Visual Art Center.**
- Marshall Main Street, a **member of the Greater Marshall Chamber of Commerce.**

The Commission engaged in discussion regarding this item.

**Chairman Neal made a motion to authorize City Staff to add a line in the proposed lease agreement for a \$750 monthly rental fee.**

The Commission engaged in further discussion regarding this item.

**Commissioner Carter seconded the motion, which passed with the following vote:**

The Commission engaged in further discussion regarding this item.

**Ayes: 5, Chairman Neal, Commissioners Carter, Hurta, Calhoun and Moon**

**Nays: 1, Commissioner Lewis**

**Abstain: 1, Commissioner Mitchell**

321. DISCUSSION OF AND CONSIDERATION OF RE-EVALUATING THE CONTINUATION OF THE PRE-COMMISSION WORK SESSION MEETINGS.

Commissioner Lewis stated his reasons for requesting this item.

The Commission engaged in discussion regarding this item.

**Commissioner Lewis made a motion to remove the Pre-Commission Work Session. Commissioner Moon seconded the motion.**

The Commission engaged in further discussion regarding this item.

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

**Ayes: 4, Chairman Neal, Commissioners Moon, Carter and Lewis**

**Nays: 3, Commissioners Hurta, Calhoun and Mitchell**

322. DISCUSSION OF AND CONSIDERATION OF ESTABLISHING A PLAN TO UTILIZE CITY FACILITIES FOR THE HOUSING OF EVACUEES IN THE EVENT OF AN EMERGENCY SITUATION.

Commissioner Mitchell stated his reasons for requesting this item.

Randy Pritchard, IT Technician/Deputy Emergency Management Coordinator, presented the City's Emergency Plan.

Commissioners asked questions of Randy Pritchard regarding this item.

323. REPORT REGARDING THE STATUS OF THE RENOVATION/REPAIRS TO MARSHALL FIRE DEPARTMENT SUB-STATION #2.

Commissioner Calhoun stated her reasons for requesting this item.

Jack Redmon, Support Services Director, presented a report regarding the status of the renovations/repairs to the Marshall Fire Department Sub-Station #2.

Commissioners asked questions of Jack Redmon regarding this item.

324. REPORT REGARDING THE ACCOMPLISHMENTS OF THE 2015 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

Wes Morrison presented a report regarding the accomplishments of the 2015 Program Year Community Development Block Grant Program.

Commissioners asked questions of Wes Morrison regarding this item.

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

There were no items withdrawn from the Consent Agenda.

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

- Report regarding the East Texas Council of Governments Go Bus Public Transportation Program.
- Report on the Marshall Fire Department Sub-Station #4 facility.
- Report regarding the City Hall Annex facility.
- Report on the status of creating a new annual summer festival for the City of Marshall.
- Report and discussion regarding the Marshall Youth Commission.


327. **ADJOURNMENT**

**Commissioner Carter made a motion for adjournment. Commissioner Moon seconded the motion, which passed with a vote of 7:0.**

**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-16-18  
O-16-19  
O-16-20  
O-16-21**