

MINUTES OF THE REGULAR MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
THURSDAY, JANUARY 23, 2014
6:30PM

Chairman Ed Smith called the Regular meeting to order in the Commission Chambers, City Hall at 6:30pm.

PRESENT:

CHAIRMAN: Ed Smith, District 7

COMMISSIONERS:

Gloria Moon, District 1

Zephaniah Timmins, District 2

John Flowers, District 3

Bill Marshall, District 4

Charlie Oliver, District 5

Garrett Boersma, District 6

ADMINISTRATIVE STAFF PRESENT:

Kenneth Snyder, Interim City
Manager

Todd Fitts, City Attorney

Reggie Cooper, Interim Fire Chief

Leland Benoit, Interim Police Chief

Lisa Agnor, City Secretary/Finance Director

J. C. Hughes, Public Works Director

Jack Redmon, Support Services Director

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

I. ITEMS LISTED ON THE CITY COMMISSION AGENDA & EMERGENCY ITEMS

There were no emergency items.

II. REQUESTS BY THE CITY COMMISSIONERS FOR ITEMS TO BE PLACED ON A FUTURE AGENDA

There were no requests to place items on a future agenda.

III. CITY MANAGER REPORTS

Interim City Manager Kenneth Snyder reviewed the agenda packet with the City Staff and City Commission.

IV. ADJOURNMENT

INVOCATION & PLEDGE: Commissioner Oliver

20. PRESENTATIONS FROM THE PUBLIC

Stan Sneed, 701 S. Carter, requested the Commission consider placing a sidewalk between the Wiley Student Financial Aid Office and South Carter.

Joey Hudson, 104 Waverly, asked the Commission to vote no to reducing City holidays or to not reduce the holidays below the level previously approved.

21. ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA

Commissioner Timmins moved to withdraw item 4C: Report on Oak Lawn Municipal Golf Course for the fourth quarter of 2013. Commissioner Marshall seconded the motion which passed with a 7:0 vote.

22. CONSENT AGENDA

Commissioner Marshall moved to approve the following under the Consent Agenda. Commissioner Timmins seconded the motion, which passed with a vote of 7:0.

- A. Consider approval of the minutes from the January 9, 2014 Regular meeting.
- B. Consider approval of the engagement letter with Knuckols, Duvall, Hallum & Co. for audit services related to the audit of the 2013 fiscal year.

SECOND READING OF ORDINANCE

23. O-14-01: REQUEST TO REZONE 0.373 ACRES OF LAND AND BEING ALL OF LOT 19 BLOCK 5, OF THE CEDAR CREST ADDITION FROM R-2 SINGLE FAMILY DETACHED DWELLING DISTRICT TO O-OFFICE DISTRICT

Location: 203 Crestwood
Applicant: Clay Allen

Chairman Smith stated there was no new information.

Commissioner Timmins moved to approve a request to rezone 0.373 acres of land being all of Lot 19 Block 5, of the Cedar Crest Addition from R-2 Single Family Detached Dwelling District to O-Office District. Commissioner Moon seconded the motion, which passed with a 7:0 vote.

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION:

24. CONSIDER APPROVAL OF A TAX ABATEMENT AGREEMENT WITH J.P. MORGAN CHASE BANK UNDER THE NEIGHBORHOOD EMPOWERMENT ZONE PROGRAM FOR THE SITE LOCATED AT 112 W. AUSTIN STREET.

Interim City Manager Kenneth Snyder asked for approval of a Tax Abatement Agreement with J.P. Morgan Chase Bank under the Neighborhood Empowerment Zone Program for the site located at 112 W. Austin Street.

Commissioner Marshall moved to approve a Tax Abatement Agreement with J P Morgan Chase Bank under the Neighborhood Empowerment Zone Program for the site located at 112 W. Austin Street. Commissioner Timmins seconded the motion which passed with a 7:0 vote.

25. CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING/CONTRACT BETWEEN THE MARSHALL POLICE DEPARTMENT AND THE MARSHALL INDEPENDENT SCHOOL DISTRICT FOR SECURITY SERVICE AT DESIGNATED CAMPUSES.

Interim Police Chief Leland Benoit asked for approval of a Memorandum of Understanding/Contract between the Marshall Police Department and the Marshall Independent School District for security service at designated campuses.

Chairman Smith recommended one correction in the agreement.

Commissioner Timmins moved to approve the Memorandum of Understanding/Contract between the Marshall Police Department and the Marshall Independent School District for security service at designated campuses with the one correction recommended by Chairman Smith. Commissioner Oliver seconded the motion, which passed with a 7:0 vote.

26. CONSIDER REDUCING THE NUMBER OF HOLIDAYS FOR CITY EMPLOYEES FROM 16 TO 12.

Kenneth Snyder reviewed the Holiday Schedule and asked the Commission to consider the City Staff's request.

The Commission engaged in discussion.

Commissioner Marshall moved to approve reducing the Holiday from 16 to 12 as designated by the City Staff request. Commissioner Boersma seconded the motion.

The Commission engaged in discussion.

The agenda item passed with the following vote:

Ayes 4: Commissioners Marshall, Boersma, Smith, Flowers

Nays 3: Commissioners Moon, Timmins, Oliver

27. DISCUSSION OF AND CONSIDER SETTING A DATE FOR THE CITY COMMISSION TO HOLD A WORKSHOP TO REVIEW AND DISCUSS THE EFFICIENCY STUDY

Commissioner Marshall requested a date for a workshop with the Commission and certain City Staff to review and discuss the Efficiency Study.

The Commission engaged in discussion.

The Interim City Manager will come back to the Commission at a future date to schedule this meeting.

28. REPORT REGARDING THE IDENTIFICATION OF FUNCTIONS OF EACH CITY DEPARTMENT AND THE NAMES OF ALL DEPARTMENT HEADS AND MANAGERS.

The Commission engaged in discussion regarding the Organizational Chart of the City.

29. DISCUSSION OF THE CITY OF MARSHALL'S POLICY REGARDING EMPLOYEE SEPARATION OF EMPLOYMENT FROM THE CITY.

Commissioner Timmins stated what he wanted on the agenda was a discussion regarding a severance package for three people who have been laid-off.

The Commission engaged in discussion regarding this agenda item.

30. CODE ENFORCEMENT REPORT

Bo Ellis presented the Code Enforcement Report.

31. CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA

Report on Oak Lawn Municipal Golf Course for the fourth quarter of 2013.

The Commission engaged in discussion with City Staff regarding the Oak Lawn Municipal Golf Course quarterly financial report.

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

- Review of City Personnel Policy to consider a severance pay for employees
- Report on City Policy regarding work on private property by City Staff
- Report regarding the approved Budget
- Report regarding the requested sidewalk between Wiley Student Financial Aid Office and S. Carter
- Report regarding bringing John Kelsh back to report on the Tourism Plan
- Budget Amendment to appropriate \$95,000 that was not spent last year to tear down houses
- Report on general status of the reserves
- General report of other things we did not spend in the 2013 budget

33. ADJOURNMENT

Commissioner Marshall moved to adjourn the meeting. Commissioner Moon seconded the motion which passed by a 7:0 vote.

APPROVED:



**Chairman of the City Commission
of the City of Marshall, Texas**

ATTEST:



City Secretary

Ordinance: O-14-01