



**CITY OF MARSHALL, TEXAS
REGULAR CITY COMMISSION MEETING
COMMISSION CHAMBERS, CITY HALL, 401 SOUTH ALAMO
THURSDAY, MAY 14, 2020, 12:00 P.M.**

This meeting will be conducted utilizing a video and audio conferencing tool, as well as, a standard conference call. Instructions and direct links to view the meeting or speak during Citizen Comment can be found at www.marshalltexas.net.

**AGENDA INFORMATION PACKET IS AVAILABLE FOR THE
PUBLIC TO REVIEW ON THE CITY'S WEB SITE AFTER 8:00 A.M.
ON WEDNESDAY BEFORE THE MEETING AT
www.marshalltexas.net**

1. **CALL TO ORDER AND ROLL CALL**
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2. **INVOCATION AND PLEDGES**
Page 2

3. **CITIZEN COMMENTS**

House Bill 2840 requires that a governmental body must allow each member of the public who desires to address the body regarding an item on an agenda the opportunity to do so before or during the body's consideration of the item. The "Citizens Comments" portion of the meeting meets the requirements of this law and is the public's opportunity to speak on any item on the agenda. Those who wish to speak will have three minutes to do so unless additional time has been requested.

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4. **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**
Page 4

5. **CONSENT AGENDA**

The items on the Consent Agenda require little or no deliberation by the Commission. Approval of the Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of

each in accordance with staff recommendations, a copy of which is filed with the minutes of the meeting. A Commissioner may remove items from the Consent Agenda by making such request prior to a motion and vote on the Consent Agenda.

- A. Consider approval of the minutes from the April 23, 2020 Regular meeting.

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- B. Consider approval of investment reports for the fourth quarter of 2019 and the first quarter of 2020. (Finance Director)

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- C. Street Sweeping Activity Report. (Public Works Director)

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- D. Municipal Court Activity Report (Finance Director)

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6. **PRESENTATIONS**

- A. Presentation of a Proclamation designating the week of May 17 – May 23, 2020 as National Public Works Week in the City of Marshall. (Public Services Director)

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- B. Presentation of a Proclamation designating the week of May 10 – May 16, 2020 as “Police Week” in Marshall, Texas and further designating that May 15, 2020 be observed as “Peace Officers Memorial Day” in Marshall, Texas. (Police Chief)

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7. **PUBLIC HEARING**

- A. Conduct a public hearing and consider amending the Community Development Block Grant 5-Year Consolidated Plan and the 2020 Program Year Annual Action Plan to include CDBG-COVID funds and proposed activities. (Director of Community & Economic Development)

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8. **SECOND READING OF ORDINANCES**

- A. Consider approval of an Ordinance amendment to Chapter 32 of the City of Marshall Code of Ordinances entitled “Zoning Ordinance” specifically related to Section 20 entitled “Zoning District Purposes and Prohibited Uses.” (Director of Community & Economic Development)

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- B. Consider approval of an Ordinance regarding a zoning map amendment of a 0.803 acre tract of land being all of Lots 1 and 2, and part of Lot 3 Block 1 Medill Bomar Heights from R-2 (Single Family Detached) to O (Office). The subject property is generally located on the south side of West Merritt Street and west of South Washington Avenue, more commonly known as 1103 South Washington Avenue. (Director of Community & Economic Development)

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C. Consider approval of an Ordinance regarding a zoning map amendment of a 1.19 acre tract of land being all of Lots 1, 2, 10, and part of Lot 9 Block 6 Parkview Addition, and all of Outlot 200-A S. W. from R-2 (Single Family Detached) to PS (Public Service). The subject property is generally located on the south side of Medill Street, east side of Rosborough Springs Road, and on the north side of Nathan Street, more commonly known as 709 Nathan Street. (Director of Community & Economic Development)

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D. Consider approval of an Ordinance consenting to the amended declaration of local disaster proclaimed for the City of Marshall by the Mayor on April 13, 2020, and any matters incidental or related to said declaration. (City Manager)

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9. **CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION**

A. Presentation of plan to reduce inactive Municipal Court cases and update on community service program. (Finance Director)

Page 88

B. Review and consider approval of a Small Business Revolving Loan Program. (Director of Community & Economic Development)

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10. **CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA**
Page 95

11. **EXECUTIVE SESSION**

A. Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Consider, discuss, and deliberate the appointment, employment, duties, and succession plan for the office of the City Attorney.

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12. **ADJOURNMENT**
Page 97

Posted: May 11, 2020
11:00 a.m.
Y. Graham

This meeting will be conducted in accordance with the Americans with Disabilities Act. Requests for sign interpretive services will be available with at least 48-hour notice prior to the meeting. To make arrangements for these services, please call Elaine Altman at 903-935-4519.

ITEM 1

CALL TO ORDER AND ROLL CALL

ITEM 2

INVOCATION AND PLEDGES

ITEM 3

CITIZEN COMMENTS

ITEM 4

ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

ITEM 5A

CONSENT AGENDA

**APPROVAL OF THE MINUTES FROM
THE APRIL 23, 2020 REGULAR
MEETING**

MINUTES OF THE REGULAR MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
THURSDAY, APRIL 23, 2020
6:00 PM

Mayor Terri Brown called the Regular meeting to order in the Commission Chambers, City Hall at 6:00 p.m.

PRESENT:

MAYOR: Terri Brown, District 3

COMMISSIONERS:

Leo Morris, District 2
Vernia Calhoun, District 5
Doug Lewis, District 7
Amy Ware, District 4
Larry Hurta, District 6

ABSENT: Marvin Bonner, District 1

ADMINISTRATIVE STAFF PRESENT:

Mark Rohr, City Manager
Scott Rectenwald, Acting City Attorney
Randy Pritchard, Support Services Superintendent
Wes Morrison, Community & Economic Development Director
Elaine Altman, City Secretary/Finance Director
Stormy Nickerson, Management Analysis/Communications Coordinator
Cliff Carruth, Police Chief

INVOCATION & PLEDGE: Commissioner Hurta & Mayor Brown

92. **CITIZEN COMMENTS**

There were no citizen comments.

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

There were no items withdrawn from the Consent Agenda.

94. **CONSENT AGENDA**

Commissioner Lewis made a motion to approve the Consent Agenda. Commissioner Ware seconded the motion, which passed with a vote of 5:0.

- A. Consider approval of the minutes from the April 1, 2020 Special-Called meeting and April 9, 2020 Regular meeting.
- B. Monthly financial report.
- C. Consider approval of an agreement with Dr. Jennifer Chandler for Physician Director Services for the Emergency Medical Services System.

Commissioner Calhoun joined the meeting at this time.

PUBLIC HEARING AND ORDINANCES

95. CONDUCT A PUBLIC HEARING AND CONSIDER AN ORDINANCE AMENDMENT TO CHAPTER 32 OF THE CITY OF MARSHALL CODE OF ORDINANCES ENTITLED "ZONING ORDINANCE" SPECIFICALLY RELATED TO SECTION 20 ENTITLED "ZONING DISTRICT PURPOSES AND PROHIBITED USES."

Wes Morrison, Community & Economic Development Director, asked for approval of an ordinance amendment to Chapter 32 of the City of Marshall Code of Ordinances entitled "Zoning Ordinance" specifically related to Section 20 entitled "Zoning District Purposes and Prohibited Uses." He stated the Planning and Zoning Commission recommended approval by a vote of 7:0.

Commissioners asked questions and discussed.

Mayor Brown opened the public hearing.

No one came forward.

Mayor Brown closed the public hearing.

Commissioner Lewis made a motion to approve an ordinance amendment to Chapter 32 of the City of Marshall Code of Ordinances entitled "Zoning Ordinance" specifically related to Section 20 entitled "Zoning District Purposes and Prohibited Uses." Commissioner Hurta seconded the motion, which passed with a vote of 6:0.

96. CONDUCT A PUBLIC HEARING AND CONSIDER AN ORDINANCE REGARDING A REZONING MAP AMENDMENT OF A 0.803 ACRE TRACT OF LAND BEING ALL OF LOTS 1 AND 2, AND PART OF LOT 3 BLOCK 1 MEDILL BOMAR HEIGHTS FROM R-2 (SINGLE FAMILY DETACHED) TO O (OFFICE). THE SUBJECT PROPERTY IS GENERALLY LOCATED ON THE SOUTH SIDE OF WEST MERRITT STREET AND WEST OF SOUTH WASHINGTON AVENUE, MORE COMMONLY KNOWN AS 1103 SOUTH WASHINGTON AVENUE.

Wes Morrison asked for approval of a rezoning request of a 0.803 acre tract of land being all of Lots 1 and 2, and part of Lot 3 Block 1 Medill Bomar Heights from R-2 (Single Family Detached) to O (Office). The subject property is generally located on the south side of West Merritt Street and west of South Washington Avenue, more commonly known as 1103 South Washington Avenue. He stated the Planning and Zoning Commission recommended approval by a vote of 7:0.

Mayor Brown opened the public hearing.

No one came forward.

Mayor Brown closed the public hearing.

Commissioner Lewis made a motion to approve an ordinance regarding a rezoning map amendment of a 0.803 acre tract of land, commonly known as 1103 South Washington Avenue, from R-2 (Single Family Detached) to O (Office). Mayor Brown seconded the motion, which passed with a vote of 6:0.

97.

CONDUCT A PUBLIC HEARING AND CONSIDER AN ORDINANCE REGARDING A ZONING MAP AMENDMENT OF A 1.19 ACRE TRACT OF LAND BEING ALL OF LOTS 1, 2, 10, AND PART OF LOT 9 BLOCK 6 PARKVIEW ADDITION, AND ALL OF OUTLOT 200-A S. W. FROM R-2 (SINGLE FAMILY DETACHED) TO PS (PUBLIC SERVICE). THE SUBJECT PROPERTY IS GENERALLY LOCATED ON THE SOUTH SIDE OF MEDILL STREET, EAST SIDE OF ROSBOROUGH SPRINGS ROAD, AND ON THE NORTH SIDE OF NATHAN STREET, MORE COMMONLY KNOWN AS 709 NATHAN STREET.

Wes Morrison asked for approval of an ordinance regarding a zoning map amendment of a 1.19 acre tract of land being all of Lots 1, 2, 10, and part of Lot 9 Block 6 Parkview Addition, and all of Outlot 200-A S. W. from R-2 (Single Family Detached) to PS (Public Service). The subject property is generally located on the south side of Medill Street, east side of Rosborough Springs Road, and on the north side of Nathan Street, more commonly known as 709 Nathan Street. He stated this request was made by Wiley College and the Planning and Zoning Commission recommended approval by a vote of 7:0.

Commissioners commented on this item.

Mayor Brown opened the public hearing.

No one came forward.

Mayor Brown closed the public hearing.

Commissioner Calhoun made a motion to approve an ordinance regarding a zoning map amendment of a 1.19 acre tract of land, commonly known as 709 Nathan Street, from R-2 (Single Family Detached) to PS (Public Service). Commissioner Morris seconded the motion, which passed with a vote of 6:0.

ORDINANCE

98.

CONSIDER APPROVAL OF AN ORDINANCE CONSENTING TO THE AMENDED DECLARATION OF LOCAL DISASTER PROCLAIMED FOR THE CITY OF MARSHALL BY THE MAYOR ON APRIL 13, 2020, AND ANY MATTERS INCIDENTAL OR RELATED TO SAID DECLARATION.

Mark Rohr, City Manager, asked for approval of an Ordinance consenting to the amended declaration of local disaster proclaimed for the City of Marshall by the Mayor on April 13, 2020. Although approval of this declaration is needed, it is already obsolete since a new declaration has been enacted. Mark Rohr highlighted up to date information regarding the coronavirus pandemic.

Scott Rectenwald, Acting City Attorney, stated this item would need to be tabled since all Commissioners were not present, unless a second reading is held.

Commissioner Calhoun made a motion to approve an Ordinance consenting to the amended declaration of local disaster proclaimed for the City of Marshall by the Mayor on April 13, 2020. Commissioner Hurta seconded the motion, which passed with a vote of 6:0.

SECOND READING OF ORDINANCES

- 99. **CONSIDER APPROVAL OF AN ORDINANCE AMENDING THE 2020 ANNUAL BUDGET TO PROVIDE FOR ADJUSTMENTS IN SELECTED DEPARTMENTS AND THE ESTABLISHMENT OF A NEW ECONOMIC DEVELOPMENT FUND.**

Elaine Altman, Finance Director, stated there was no new information regarding this item.

Commissioner Calhoun made a motion to approve an ordinance amending the 2020 Annual Budget to provide for adjustment in selected departments and the establishment of a new Economic Development Fund. Mayor Brown seconded the motion, which passed with a vote of 6:0.

- 100. **APPROVAL OF AN ORDINANCE AMENDING THE 2020 ANNUAL BUDGET TO APPROPRIATE FUNDS FROM RESERVES.**

Elaine Altman stated there was no new information regarding this item.

Commissioner Calhoun made a motion to approve an ordinance amending the 2020 Annual Budget to appropriate funds from Reserves. Commissioner Ware seconded the motion, which passed with a vote of 6:0.

- 101. **CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

- 102. **ADJOURNMENT**

Commissioner Lewis made a motion for adjournment. Commissioner Morris seconded the motion, which passed with a vote of 6:0.

APPROVED:

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

ATTEST:

City Secretary

**Ordinances: O-20-10
O-20-11
O-20-12
O-20-13
O-20-14
O-20-15**

ITEM 5B

CONSENT AGENDA

APPROVAL OF INVESTMENT REPORTS FOR THE FOURTH QUARTER OF 2019 AND THE FIRST QUARTER OF 2020

MEMORANDUM

To: Mark Rohr, City Manager

From: Elaine Altman, Finance Director

Date: May 5, 2020

Subject: Investment Report

Attached are the Investment Reports for the City of Marshall for the 4th Quarter of 2019 and for the first Quarter of 2020. These reports are in compliance with the investment strategies outlined in the City of Marshall's Investment Policy. A few things to note:

- On March 31, 2020 the City had \$11,742,796 in its investment portfolio. 71% of the portfolio consisted of CDs and 29% was invested in the public fund investment pool (TexPool). The City owned fifteen Certificates of Deposit (CDs) with face amounts varying from \$32,530 to \$1,500,000. Maturity dates vary from 90 to 180 days.
- 2019 interest earned totaled \$260,593. Year-to-date interest as of March 31, 2020 totaled \$51,454.
- The year-to-date rate of return on December 31, 2019 was 2.76% for CDs and 2.26% for TexPool Investments. At the end of March 2020 the portfolio rate of return dropped to 1.72% for CDs and 1.41% for TexPool Investments.
- Funds are managed and invested with three (3) primary objectives: safety and liquidity; diversification; and yield.

City of Marshall, Texas
Investment Portfolio Summary
December 31, 2019

Portfolio by Investment Category (Pooled Fund Group):

<u>Investment Category</u>	<u>Par/Face Value</u>	<u>Book Value (Cost)</u>	<u>Market Value</u>
Operating	\$6,701,751.29	\$6,701,751.29	\$6,701,751.29
Special Revenue	\$414,641.24	\$414,641.24	\$414,641.24
Debt Service	\$282,527.58	\$282,527.58	\$282,527.58
Capital Projects	\$602,349.82	\$602,349.82	\$602,349.82
Trust	\$1,082,479.08	\$1,082,479.08	\$1,082,479.08
Total Portfolio	\$9,083,749.01	\$9,083,749.01	\$9,083,749.01

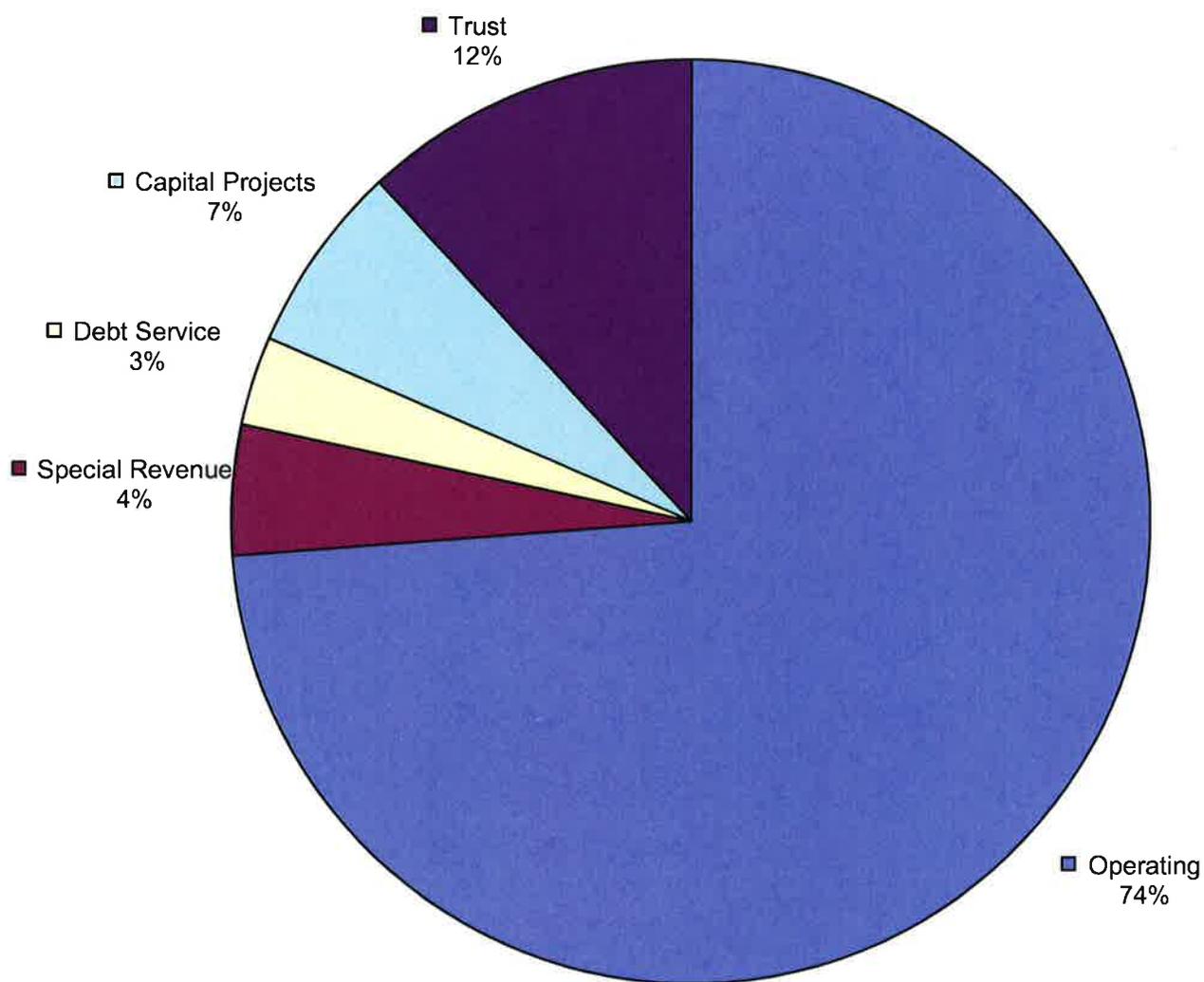
Portfolio by Type of Investment:

<u>Type of Investment</u>	<u>Par/Face Value</u>	<u>Book Value (Cost)</u>	<u>Market Value</u>
U.S. Treasury Securities	\$0.00	\$0.00	\$0.00
U.S. Agency Securities	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$5,264,183.67	\$5,264,183.67	\$5,264,183.67
TexPool	\$3,819,565.34	\$3,819,565.34	\$3,819,565.34
Total Portfolio	\$9,083,749.01	\$9,083,749.01	\$9,083,749.01

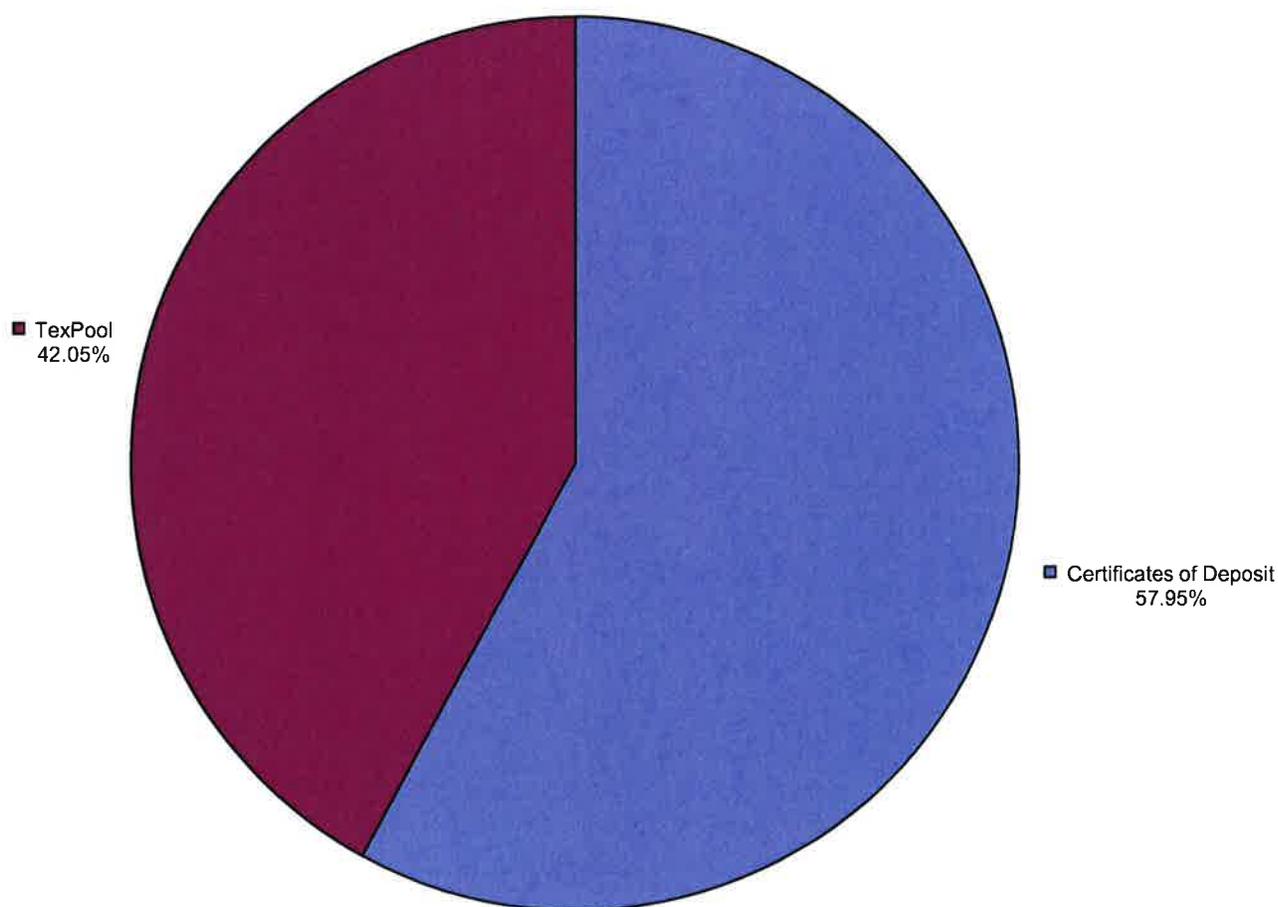
This report is in compliance with the investment strategies expressed in the City of Marshall, Texas, Investment Policy and the relevant provisions of the Public Funds Investment Act.

Elaine Altman
Finance Director

City of Marshall, Texas Investment Portfolio (At Market Value) by Investment Category December 31, 2019



City of Marshall, Texas Investment Portfolio (At Market Value) by Investment Type December 31, 2019



**City of Marshall, Texas
Investment Portfolio
December 31, 2019**

U.S. Treasury Bills:	<u>Investment Category</u>	<u>Date Acquired</u>	<u>Face Amount</u>	<u>Cost</u>	<u>Market Value</u>	<u>% Yield</u>	<u>Maturity Date</u>	<u>Yield @ Maturity</u>	<u>Original Term</u>	<u>Days to Maturity</u> 12/31/2019	<u>Accrued Interest to Date</u>
Total U.S. Treasury Bills		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
U. S. Agency Discount Notes:	<u>Investment Category</u>	<u>Date Acquired</u>	<u>Face Amount</u>	<u>Cost</u>	<u>Market Value</u>	<u>% Yield</u>	<u>Maturity Date</u>	<u>Yield @ Maturity</u>	<u>Original Term</u>	<u>Days to Maturity</u>	<u>Accrued Interest to Date</u>
Total U.S. Agency Discount Notes		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
U. S. Agency Securities:	<u>Investment Category</u>	<u>Date Acquired</u>	<u>Face Amount</u>	<u>Cost</u>	<u>Market Value</u>	<u>% Yield</u>	<u>Maturity Date</u>	<u>Coupon Payments</u>	<u>Original Term</u>	<u>Days to Maturity</u>	<u>Accrued Interest to Date</u>
Total U.S. Agency Securities		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
Certificates of Deposit:	<u>Investment Category</u>	<u>Date Acquired</u>	<u>Face Amount</u>	<u>Amount</u>	<u>Market Value</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Yield @ Maturity</u>	<u>Original Term</u>	<u>Days to Maturity</u>	<u>Accrued Interest to Date</u>
Texas Bank and Trust 82350	Trust	11/30/2019	\$520,676.09	\$520,676.09	\$520,676.09	2.1800%	5/28/2020	\$5,597.62	180	149	\$964.04
Texas Bank and Trust 86118	Trust	10/8/2019	\$32,520.92	\$32,520.92	\$32,520.92	2.2700%	4/8/2020	\$370.12	183	99	\$169.89
Texas Bank and Trust 82686	Trust	8/5/2019	\$166,081.66	\$166,081.66	\$166,081.66	2.6000%	2/1/2020	\$2,129.49	180	32	\$1,750.91
Texas Bank and Trust 83016	Capital Projects	9/6/2019	\$139,672.10	\$139,672.10	\$139,672.10	2.5100%	3/4/2020	\$1,728.87	180	64	\$1,114.16
Texas Bank and Trust 82376	Special Revenue	12/10/2019	\$77,702.64	\$77,702.64	\$77,702.64	2.1100%	6/7/2020	\$808.53	180	159	\$94.33
Texas Bank and Trust 82634	Operating	7/27/2019	\$551,612.67	\$551,612.67	\$551,612.67	2.6700%	1/23/2020	\$7,263.15	180	23	\$6,335.08
Texas Bank and Trust 95322	Operating	10/16/2019	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	2.2200%	4/16/2020	\$11,130.41	183	107	\$4,622.47
Texas Bank and Trust 82322	Operating	11/30/2019	\$553,772.77	\$553,772.77	\$553,772.77	2.1800%	5/28/2020	\$5,953.44	180	149	\$1,025.31
Texas Bank and Trust 93987	Operating	8/8/2019	\$1,014,929.11	\$1,014,929.11	\$1,014,929.11	2.5700%	2/8/2020	\$13,149.03	184	39	\$10,362.01
Texas Bank and Trust 82389	Operating	12/8/2019	\$683,441.61	\$683,441.61	\$683,441.61	1.8300%	3/7/2020	\$3,083.91	90	67	\$788.11
Texas Bank and Trust 92282	Operating	11/12/2019	\$523,774.10	\$523,774.10	\$523,774.10	1.8900%	2/10/2020	\$2,440.93	90	41	\$1,328.95
Total Certificates of Deposit			\$5,264,183.67	\$5,264,183.67	\$5,264,183.67	2.2614%		\$53,655.52			\$28,555.26

**City of Marshall, Texas
Investment Portfolio
December 31, 2019**

TexPool	Investment Category	Series Numbers	Par/Face Value	Book Value (Cost)	Market Value	Current Yield						
Operating	Operating	4630	\$2,374,221.03	\$2,374,221.03	\$2,374,221.03							
Special Revenue	Special Revenue	1333	\$336,938.60	\$336,938.60	\$336,938.60							
Debt Service/Bond Reserve	Debt Service	1023	\$282,527.58	\$282,527.58	\$282,527.58							
Capital Improvement/Bond Funds	Capital Projects	7958	\$462,677.72	\$462,677.72	\$462,677.72							
Trust Funds	Trust	3039	\$363,200.41	\$363,200.41	\$363,200.41							
Total TexPool		42.05%	\$3,819,565.34	\$3,819,565.34	\$3,819,565.34	1.8436%						
Total Investments		100.00%	\$9,083,749.01	\$9,083,749.01	\$9,083,749.01							
Weighted Average Maturity	(In Days)	46.27	Portfolio Overall Current Yield			2.0857%						

**City of Marshall, Texas
Interest Earnings
For the Quarter Ended
December 31, 2019**

Interest Earnings by Investment Category (Pooled Fund Group):

Investment Category	Accrued Interest Receivable 9/30/2019	Interest Earned 9/30/19 - 12/30/19	Interest Received 9/30/19 - 12/30/19	Accrued Interest Receivable 12/31/2019	Interest Earned Year-to-Date 12/31/2019
Operating	13,971.83	33,274.15	22,784.05	24,461.93	179,800.13
Special Revenue	679.22	2,065.94	2,650.83	94.33	14,137.88
Debt Service	0.00	1,011.39	1,011.39	0.00	23,212.17
Capital Projects	230.52	2,904.44	2,020.80	1,114.16	15,459.41
Trust	5,973.79	6,317.40	9,406.35	2,884.84	27,982.97
Total Portfolio	20,855.36	45,573.32	37,873.42	28,555.26	260,592.56

Interest Earnings by Type of Investment:

Type of Investment	Accrued Interest Receivable 9/30/2019	Interest Earned 9/30/19 - 12/30/19	Interest Received 9/30/19 - 12/30/19	Accrued Interest Receivable 12/31/2019	Interest Earned Year-to-Date 12/31/2019
U.S. Treasury Securities	0.00	0.00	0.00	0.00	0.00
U.S. Agency Securities	0.00	0.00	0.00	0.00	0.00
Certificates of Deposit	20,855.35	31,139.78	23,439.87	28,555.26	151,419.46
Public Funds Investment Pool:	0.00	14,433.55	14,433.55	0.00	109,172.90
Total Portfolio	20,855.35	45,573.33	37,873.42	28,555.26	260,592.36

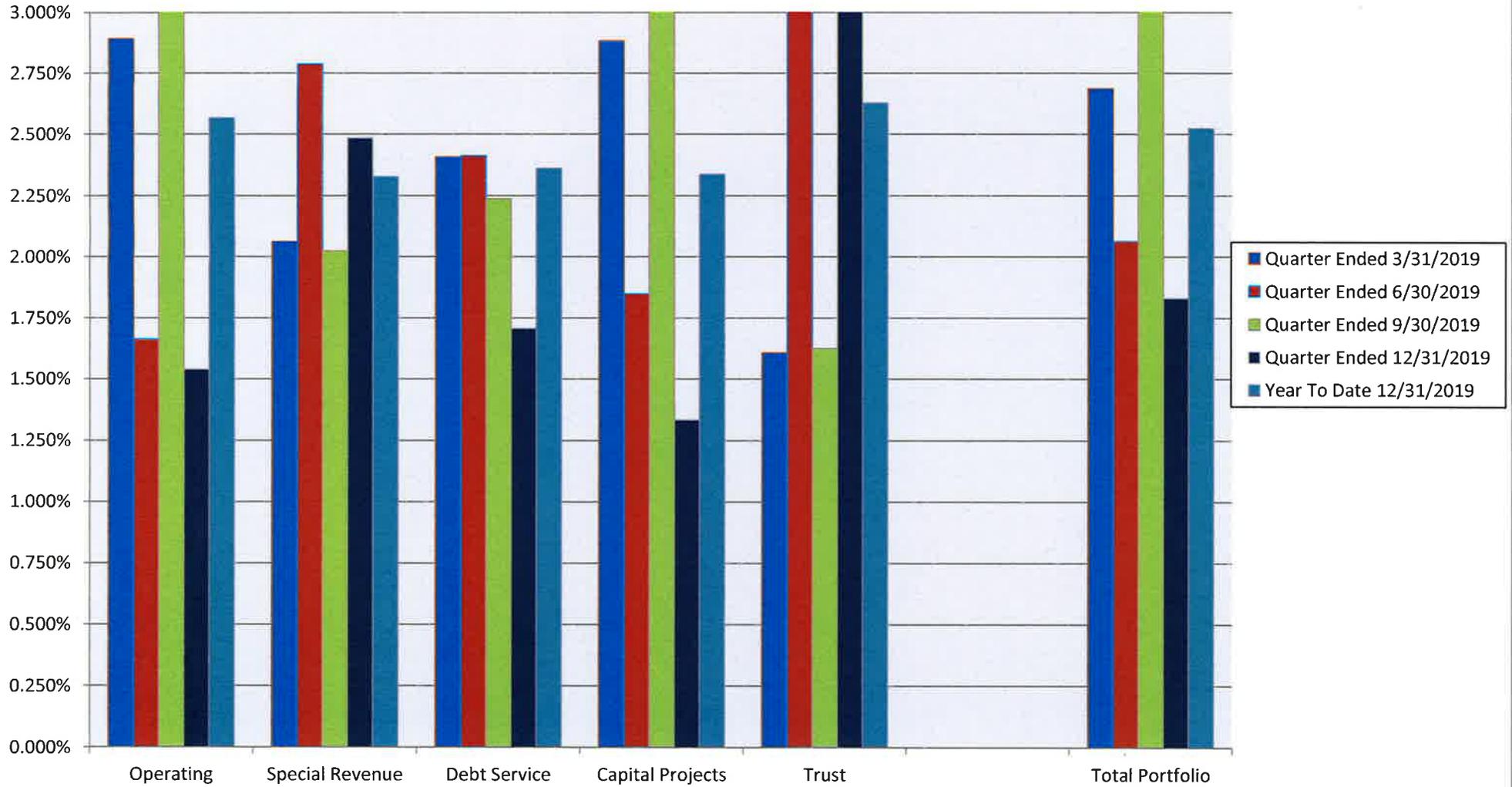
Rate of Return by Investment Category (Pooled Fund Group):

Investment Category	Quarter Ended 3/31/2019	Quarter Ended 6/30/2019	Quarter Ended 9/30/2019	Quarter Ended 12/31/2019	Year To Date 12/31/2019
Operating	2.892%	1.662%	4.201%	1.540%	2.566%
Special Revenue	2.062%	2.787%	2.023%	2.484%	2.326%
Debt Service	2.406%	2.411%	2.237%	1.708%	2.360%
Capital Projects	2.883%	1.848%	3.051%	1.334%	2.336%
Trust	1.608%	3.775%	1.624%	3.467%	2.628%
Total Portfolio	2.687%	2.063%	3.576%	1.831%	2.523%

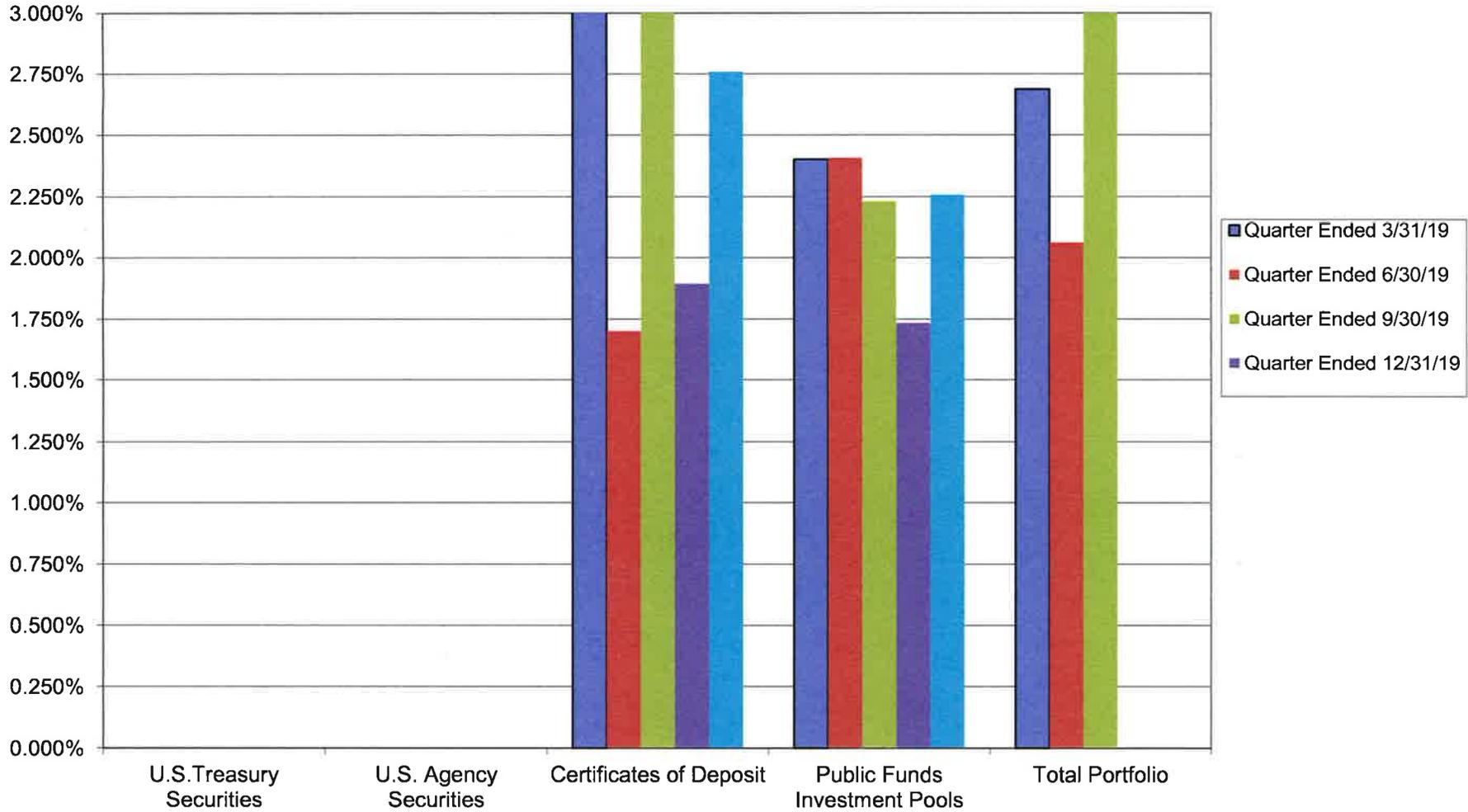
Rate of Return by Type of Investment:

Type of Investment	Quarter Ended 3/31/2019	Quarter Ended 6/30/2019	Quarter Ended 9/30/2019	Quarter Ended 12/31/2019	Year To Date 12/31/2019
U.S. Treasury Securities	0.000%	0.000%	0.000%	0.000%	0.000%
U.S. Agency Securities	0.000%	0.000%	0.000%	0.000%	0.000%
Certificates of Deposit	3.029%	1.699%	4.441%	1.895%	2.760%
Public Funds Investment Pool:	2.402%	2.409%	2.233%	1.735%	2.259%
Total Portfolio	2.687%	2.063%	3.576%	1.831%	2.523%

City of Marshall, Texas Investment Rate of Return by Investment Category For the Quarter Ended December 31, 2019



City of Marshall, Texas Investment Rate of Return by Investment Type For the Quarter Ended December 31, 2019



City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
December 31, 2019

Description	Purchase Date	Maturity Date	Par/Face Value	Par/Face Value	Par/Face Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
			End of Quarter	End of Quarter	End of Quarter			End of Quarter	End of Quarter	End of Quarter
Operating Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 82634	7/27/2019	1/23/2020	\$551,612.67	\$551,612.67	\$551,612.67			\$551,612.67	\$551,612.67	\$551,612.67
Certificate of Deposit 82322	11/30/2019	5/28/2020	\$545,964.72	\$545,964.72	\$545,964.72	\$7,808.05		\$553,772.77	\$553,772.77	\$553,772.77
Certificate of Deposit 92282	11/12/2019	2/10/2020	\$520,871.49	\$520,871.49	\$520,871.49	\$2,902.61		\$523,774.10	\$523,774.10	\$523,774.10
Certificate of Deposit 86687	10/16/2019	4/16/2020				\$1,000,000.00		\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
Certificate of Deposit 93987	8/8/2019	2/8/2020	\$1,014,929.11	\$1,014,929.11	\$1,014,929.11			\$1,014,929.11	\$1,014,929.11	\$1,014,929.11
Certificate of Deposit 82389	12/8/2019	3/7/2020	\$679,654.17	\$679,654.17	\$679,654.17	\$3,787.44		\$683,441.61	\$683,441.61	\$683,441.61
Total Certificates of Deposit			\$3,313,032.16	\$3,313,032.16	\$3,313,032.16	\$1,014,498.10	\$0.00	\$4,327,530.26	\$4,327,530.26	\$4,327,530.26
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$2,509,523.09	\$2,509,523.09	\$2,509,523.09	\$3,018,848.56	\$3,154,150.62	\$2,374,221.03	\$2,374,221.03	\$2,374,221.03
Total Investment Pools			\$2,509,523.09	\$2,509,523.09	\$2,509,523.09	\$3,018,848.56	\$3,154,150.62	\$2,374,221.03	\$2,374,221.03	\$2,374,221.03
Total Operating Investment Category			\$5,822,555.25	\$5,822,555.25	\$5,822,555.25	\$4,033,346.66	\$3,154,150.62	\$6,701,751.29	\$6,701,751.29	\$6,701,751.29

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
December 31, 2019

Description	Purchase	Maturity	Par/Face Value	Par/Face Value	Par/Face Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
	Date	Date	End of Quarter	End of Quarter	End of Quarter			End of Quarter	End of Quarter	End of Quarter
Special Revenue Investment Category										
Certificates of Deposit										
Certificate of Deposit 82376	12/10/2019	6/7/2020	\$76,580.99	\$76,580.99	\$76,580.99	\$1,121.65		\$77,702.64	\$77,702.64	\$77,702.64
Total Certificates of Deposit			\$76,580.99	\$76,580.99	\$76,580.99	\$1,121.65	\$0.00	\$77,702.64	\$77,702.64	\$77,702.64
Investment Pools:										
TexPool	N/A	N/A	\$592,337.26	\$592,337.26	\$592,337.26	\$157,274.12	\$412,672.78	\$336,938.60	\$336,938.60	\$336,938.60
Total Investment Pools			\$592,337.26	\$592,337.26	\$592,337.26	\$157,274.12	\$412,672.78	\$336,938.60	\$336,938.60	\$336,938.60
Total Special Revenue Investment Category			\$668,918.25	\$668,918.25	\$668,918.25	\$158,395.77	\$412,672.78	\$414,641.24	\$414,641.24	\$414,641.24

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
December 31, 2019

Description	Purchase Date	Maturity Date	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Debt Service Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities						\$0.00	\$0.00			
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$159,537.18	\$159,537.18	\$159,537.18	\$232,182.25	\$109,191.85	\$282,527.58	\$282,527.58	\$282,527.58
Total Investment Pools			\$159,537.18	\$159,537.18	\$159,537.18	\$232,182.25	\$109,191.85	\$282,527.58	\$282,527.58	\$282,527.58
Total Debt Service Investment Category			\$159,537.18	\$159,537.18	\$159,537.18	\$232,182.25	\$109,191.85	\$282,527.58	\$282,527.58	\$282,527.58

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
December 31, 2019

Description	Purchase Date	Maturity Date	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Capital Projects Investment Category										
<u>U.S. Treasury Bills</u>										
Total U.S. Treasury Bills			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 83016	9/6/2019	3/4/2020	\$139,672.10	\$139,672.10	\$139,672.10			\$139,672.10	\$139,672.10	\$139,672.10
Total Certificates of Deposit			\$139,672.10	\$139,672.10	\$139,672.10	\$0.00	\$0.00	\$139,672.10	\$139,672.10	\$139,672.10
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$460,720.60	\$460,720.60	\$460,720.60	\$2,020.80	\$63.68	\$462,677.72	\$462,677.72	\$462,677.72
Total Investment Pools			\$460,720.60	\$460,720.60	\$460,720.60	\$2,020.80	\$63.68	\$462,677.72	\$462,677.72	\$462,677.72
Total Capital Projects Investment Category			\$600,392.70	\$600,392.70	\$600,392.70	\$2,020.80	\$63.68	\$602,349.82	\$602,349.82	\$602,349.82

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
December 31, 2019

Description	Purchase Date	Maturity Date	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Par/Face Value End of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Trust Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 82350	11/30/2019	5/28/2020	\$513,334.70	\$513,334.70	\$513,334.70	\$7,341.39		\$520,676.09	\$520,676.09	\$520,676.09
Certificate of Deposit 86118	10/8/2019	4/8/2020	\$32,042.19	\$32,042.19	\$32,042.19	\$478.73		\$32,520.92	\$32,520.92	\$32,520.92
Certificate of Deposit 82686	8/5/2019	2/1/2020	\$166,081.66	\$166,081.66	\$166,081.66			\$166,081.66	\$166,081.66	\$166,081.66
Total Certificates of Deposit			\$711,458.55	\$711,458.55	\$711,458.55	\$7,820.12	\$0.00	\$719,278.67	\$719,278.67	\$719,278.67
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$361,614.18	\$361,614.18	\$361,614.18	\$1,586.23		\$363,200.41	\$363,200.41	\$363,200.41
Total Investment Pools			\$361,614.18	\$361,614.18	\$361,614.18	\$1,586.23	\$0.00	\$363,200.41	\$363,200.41	\$363,200.41
Total Trust Investment Category			\$1,073,072.73	\$1,073,072.73	\$1,073,072.73	\$9,406.35	\$0.00	\$1,082,479.08	\$1,082,479.08	\$1,082,479.08
Total Portfolio			\$8,324,476.11	\$8,324,476.11	\$8,324,476.11	\$4,435,351.83	\$3,676,078.93	\$9,083,749.01	\$9,083,749.01	\$9,083,749.01

City of Marshall, Texas
Investment Portfolio Summary
March 31, 2020

Portfolio by Investment Category (Pooled Fund Group):

<u>Investment Category</u>	<u>Par/Face Value</u>	<u>Book Value (Cost)</u>	<u>Market Value</u>
Operating	\$8,253,383.09	\$8,253,383.09	\$8,253,383.09
Special Revenue	\$557,049.47	\$557,049.47	\$557,049.47
Debt Service	\$1,240,808.07	\$1,240,808.07	\$1,240,808.07
Capital Projects	\$605,685.36	\$605,685.36	\$605,685.36
Trust	\$1,085,869.78	\$1,085,869.78	\$1,085,869.78
Total Portfolio	\$11,742,795.77	\$11,742,795.77	\$11,742,795.77

Portfolio by Type of Investment:

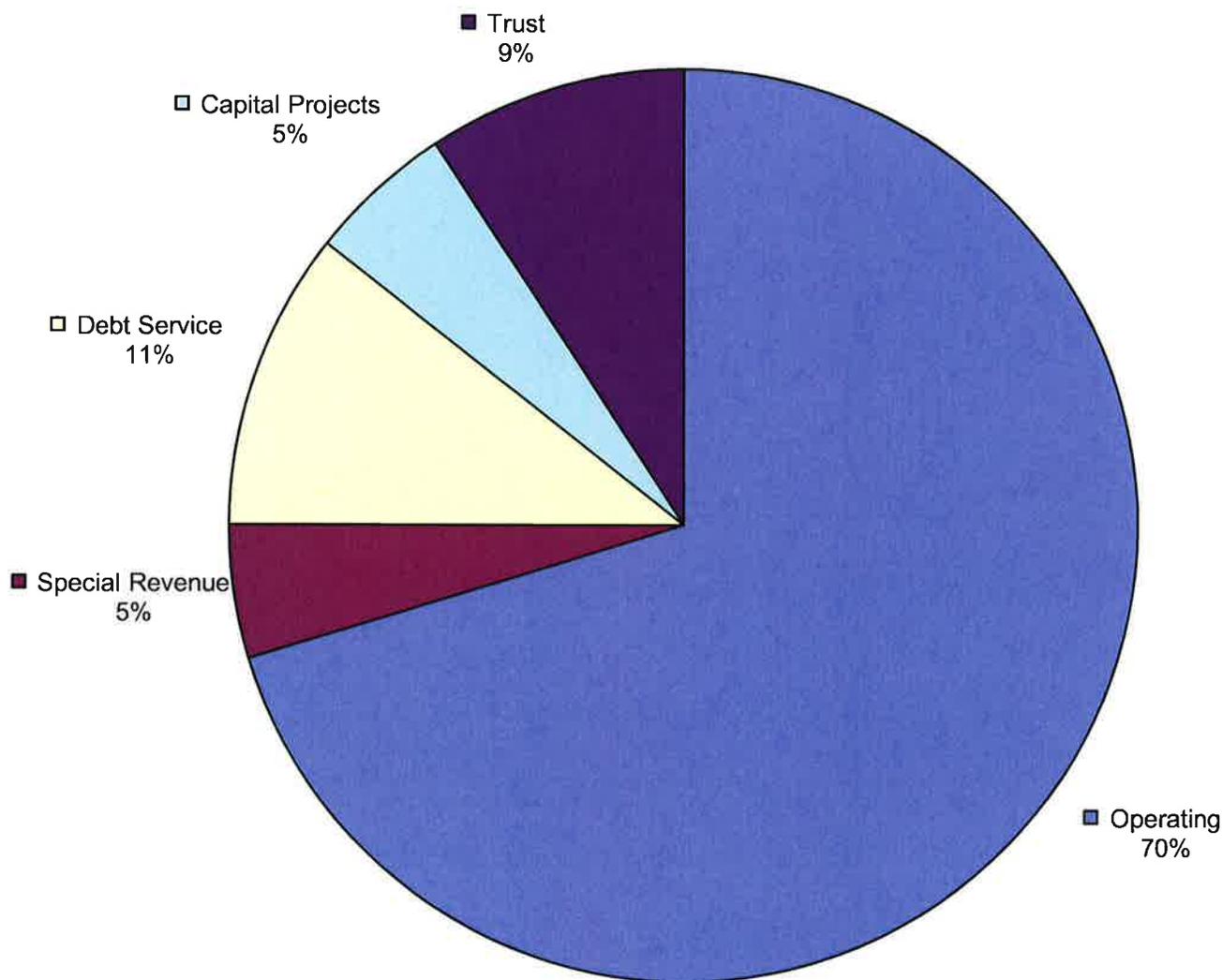
<u>Type of Investment</u>	<u>Par/Face Value</u>	<u>Book Value (Cost)</u>	<u>Market Value</u>
U.S. Treasury Securities	\$0.00	\$0.00	\$0.00
U.S. Agency Securities	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$8,294,161.68	\$8,294,161.68	\$8,294,161.68
TexPool	\$3,448,634.09	\$3,448,634.09	\$3,448,634.09
Total Portfolio	\$11,742,795.77	\$11,742,795.77	\$11,742,795.77

This report is in compliance with the investment strategies expressed in the City of Marshall, Texas, Investment Policy and the relevant provisions of the Public Funds Investment Act.

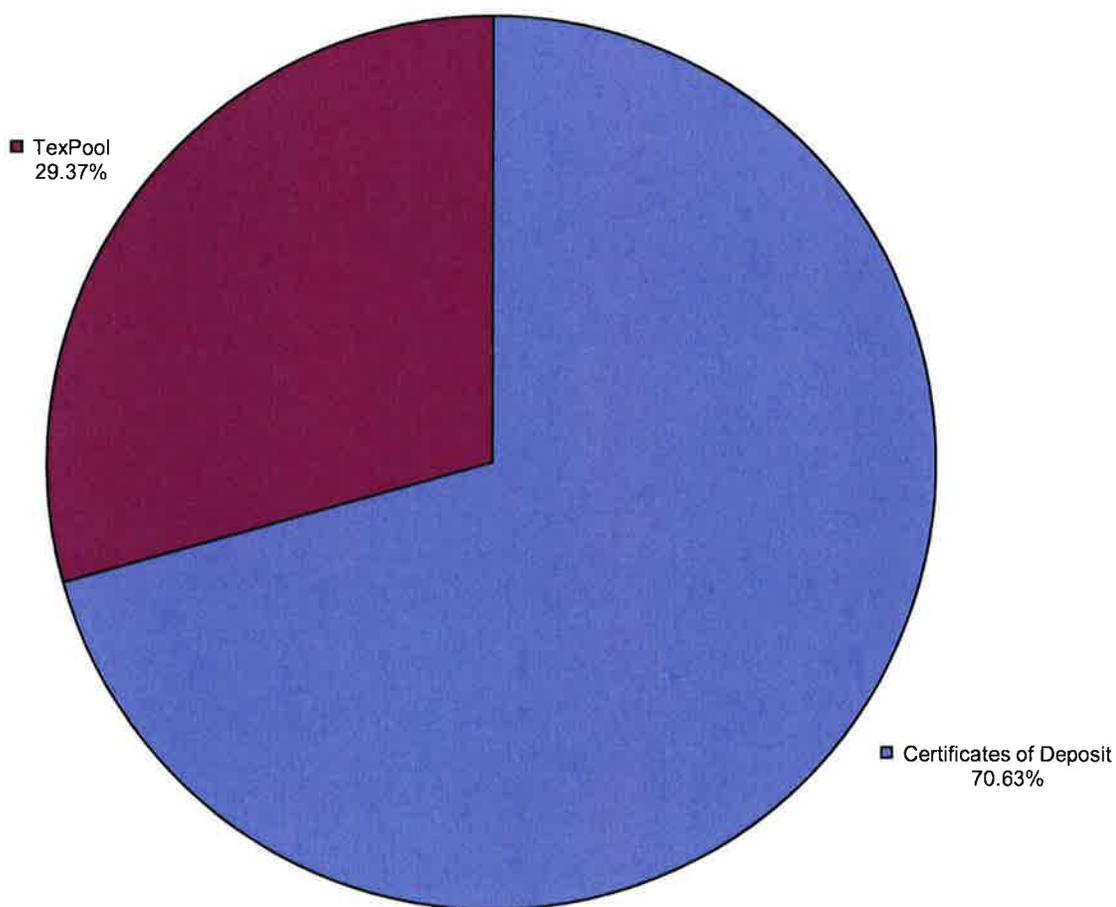


Elaine Altman
Finance Director

City of Marshall, Texas Investment Portfolio (At Market Value) by Investment Category March 31, 2020



City of Marshall, Texas Investment Portfolio (At Market Value) by Investment Type March 31, 2020



City of Marshall, Texas
Investment Portfolio
March 31, 2020

U.S. Treasury Bills:	<u>Investment</u>	<u>Date</u>	<u>Face</u>		<u>Market</u>	<u>%</u>	<u>Maturity</u>	<u>Yield</u>	<u>Original</u>	<u>Days to</u>	<u>Accrued</u>
	<u>Category</u>	<u>Acquired</u>	<u>Amount</u>	<u>Cost</u>	<u>Value</u>	<u>Yield</u>	<u>Date</u>	<u>@ Maturity</u>	<u>Term</u>	<u>Maturity</u>	<u>Interest to Date</u>
										3/31/2020	
Total U.S. Treasury Bills		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
U. S. Agency Discount Notes:	<u>Investment</u>	<u>Date</u>	<u>Face</u>		<u>Market</u>	<u>%</u>	<u>Maturity</u>	<u>Yield</u>	<u>Original</u>	<u>Days to</u>	<u>Accrued</u>
	<u>Category</u>	<u>Acquired</u>	<u>Amount</u>	<u>Cost</u>	<u>Value</u>	<u>Yield</u>	<u>Date</u>	<u>@ Maturity</u>	<u>Term</u>	<u>Maturity</u>	<u>Interest to Date</u>
Total U.S. Agency Discount Notes		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
U. S. Agency Securities:	<u>Investment</u>	<u>Date</u>	<u>Face</u>		<u>Market</u>	<u>%</u>	<u>Maturity</u>	<u>Coupon</u>	<u>Original</u>	<u>Days to</u>	<u>Accrued</u>
	<u>Category</u>	<u>Acquired</u>	<u>Amount</u>	<u>Cost</u>	<u>Value</u>	<u>Yield</u>	<u>Date</u>	<u>Payments</u>	<u>Term</u>	<u>Maturity</u>	<u>Interest to Date</u>
Total U.S. Agency Securities		0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
Certificates of Deposit:	<u>Investment</u>	<u>Date</u>	<u>Face</u>		<u>Market</u>	<u>Interest</u>	<u>Maturity</u>	<u>Yield</u>	<u>Original</u>	<u>Days to</u>	<u>Accrued</u>
	<u>Category</u>	<u>Acquired</u>	<u>Amount</u>	<u>Amount</u>	<u>Value</u>	<u>Rate</u>	<u>Date</u>	<u>@ Maturity</u>	<u>Term</u>	<u>Maturity</u>	<u>Interest to Date</u>
Texas Bank and Trust 82350	Trust	11/30/2019	\$520,676.09	\$520,676.09	\$520,676.09	2.1800%	5/28/2020	\$5,597.62	180	58	\$3,793.95
Texas Bank and Trust 86118	Trust	10/8/2019	\$32,520.92	\$32,520.92	\$32,520.92	2.2700%	4/8/2020	\$370.12	183	8	\$353.94
Texas Bank and Trust 82686	Trust	2/1/2020	\$168,211.14	\$168,211.14	\$168,211.14	2.1000%	7/30/2020	\$1,742.02	180	121	\$571.00
Texas Bank and Trust 83016	Capital Projects	3/4/2020	\$141,400.97	\$141,400.97	\$141,400.97	1.2700%	8/31/2020	\$885.60	180	153	\$132.84
Texas Bank and Trust 82376	Special Revenue	12/10/2019	\$77,702.64	\$77,702.64	\$77,702.64	2.1100%	6/7/2020	\$808.53	180	68	\$503.09
Texas Bank and Trust 82634	Operating	1/23/2020	\$558,875.82	\$558,875.82	\$558,875.82	2.1000%	7/21/2020	\$5,787.81	180	112	\$2,186.51
Texas Bank and Trust 95322	Operating	10/16/2019	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	2.2200%	4/16/2020	\$11,130.41	183	16	\$10,157.26
Texas Bank and Trust 82322	Operating	11/30/2019	\$553,772.77	\$553,772.77	\$553,772.77	2.1800%	5/28/2020	\$5,953.44	180	58	\$4,035.11
Texas Bank and Trust 95588	Operating	1/7/2020	\$500,000.00	\$500,000.00	\$500,000.00	2.1100%	7/7/2020	\$5,260.55	182	98	\$2,427.95
Texas Bank and Trust 95624	Operating	1/17/2020	\$500,000.00	\$500,000.00	\$500,000.00	2.1000%	7/17/2020	\$5,235.62	182	108	\$2,128.77
Texas Bank and Trust 95694	Operating	2/10/2020	\$500,000.00	\$500,000.00	\$500,000.00	2.1100%	8/10/2020	\$5,260.55	182	132	\$1,445.21
Texas Bank and Trust 95796	Operating	2/27/2020	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	2.0800%	8/27/2020	\$15,557.26	182	149	\$2,820.82
Texas Bank and Trust 93987	Operating	2/8/2020	\$1,028,260.77	\$1,028,260.77	\$1,028,260.77	2.1100%	8/8/2020	\$10,818.43	182	130	\$3,090.98
Texas Bank and Trust 82389	Operating	3/7/2020	\$686,525.53	\$686,525.53	\$686,525.53	0.7500%	6/5/2020	\$1,269.60	90	66	\$338.56
Texas Bank and Trust 92282	Operating	2/10/2020	\$526,215.03	\$526,215.03	\$526,215.03	1.8800%	5/10/2020	\$2,439.33	90	40	\$1,355.18
Total Certificates of Deposit			\$8,294,161.68	\$8,294,161.68	\$8,294,161.68	1.9846%		\$78,116.89			\$35,341.15

**City of Marshall, Texas
Investment Portfolio
March 31, 2020**

TexPool	Investment Category	Series Numbers	Par/Face Value	Book Value (Cost)	Market Value	Current Yield						
Operating	Operating	4630	\$899,733.17	\$899,733.17	\$899,733.17							
Special Revenue	Special Revenue	1333	\$479,346.83	\$479,346.83	\$479,346.83							
Debt Service/Bond Reserve	Debt Service	1023	\$1,240,808.07	\$1,240,808.07	\$1,240,808.07							
Capital Improvement/Bond Funds	Capital Projects	7958	\$464,284.39	\$464,284.39	\$464,284.39							
Trust Funds	Trust	3039	\$364,461.63	\$364,461.63	\$364,461.63							
Total TexPool		29.37%	\$3,448,634.09	\$3,448,634.09	\$3,448,634.09	1.8436%						
Total Investments		100.00%	\$11,742,795.77	\$11,742,795.77	\$11,742,795.77							
Weighted Average Maturity	(In Days)	66.80	Portfolio Overall Current Yield			1.9432%						

City of Marshall, Texas
Interest Earnings
For the Quarter Ended
March 31, 2019

Interest Earnings by Investment Category (Pooled Fund Group):

Investment Category	Accrued Interest Receivable 12/31/2019	Interest Earned 1/1/20 - 3/31/20	Interest Received 1/1/20 - 3/31/20	Accrued Interest Receivable 3/31/2020	Interest Earned Year-to-Date 3/31/2020
Operating	24,461.93	39,451.11	33,926.70	29,986.34	39,451.11
Special Revenue	94.33	1,806.06	1,397.30	503.09	1,806.06
Debt Service	0.00	2,617.37	2,617.37	0.00	2,617.37
Capital Projects	1,114.16	2,354.22	3,335.54	132.84	2,354.22
Trust	2,884.84	5,224.75	3,390.70	4,718.89	5,224.75
Total Portfolio	28,555.26	51,453.51	44,667.61	35,341.16	51,453.51

Interest Earnings by Type of Investment:

Type of Investment	Accrued Interest Receivable 12/31/2019	Interest Earned 1/1/20 - 3/31/20	Interest Received 1/1/20 - 3/31/20	Accrued Interest Receivable 3/31/2020	Interest Earned Year-to-Date 3/31/2020
U.S. Treasury Securities	0.00	0.00	0.00	0.00	0.00
U.S. Agency Securities	0.00	0.00	0.00	0.00	0.00
Certificates of Deposit	28,555.26	21,475.50	14,689.60	35,341.15	21,475.50
Public Funds Investment Pools	0.00	29,978.01	29,978.01	0.00	29,978.01
Total Portfolio	28,555.26	51,453.51	44,667.61	35,341.15	51,453.51

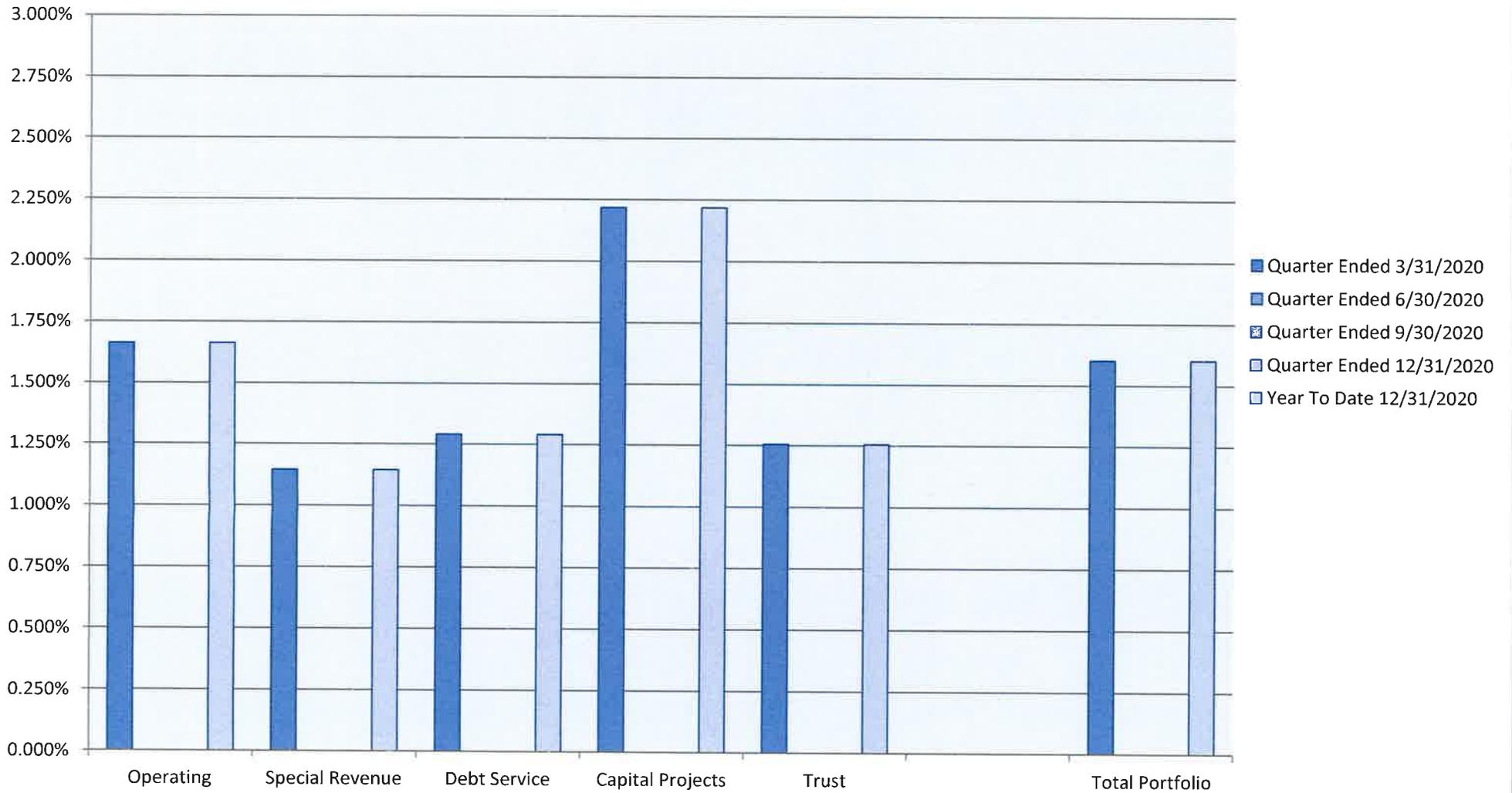
Rate of Return by Investment Category (Pooled Fund Group):

Investment Category	Quarter Ended 3/31/2020	Quarter Ended 6/30/2020	Quarter Ended 9/30/2020	Quarter Ended 12/31/2020	Year To Date 3/31/2020
Operating	1.662%	0.000%	0.000%	0.000%	1.662%
Special Revenue	1.145%	0.000%	0.000%	0.000%	1.145%
Debt Service	1.290%	0.000%	0.000%	0.000%	1.290%
Capital Projects	2.217%	0.000%	0.000%	0.000%	2.217%
Trust	1.254%	0.000%	0.000%	0.000%	1.254%
Total Portfolio	1.602%	0.000%	0.000%	0.000%	1.602%

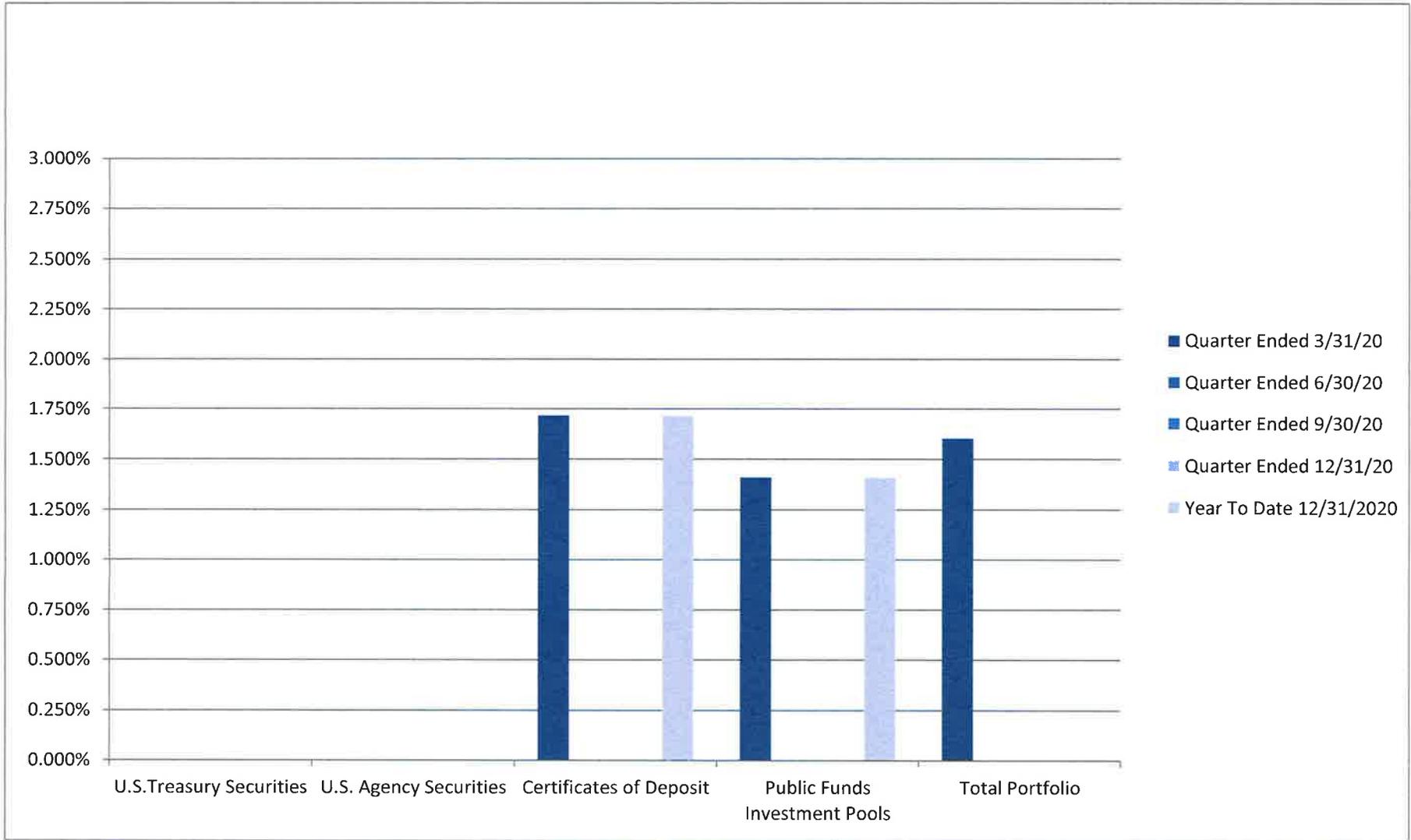
Rate of Return by Type of Investment:

Type of Investment	Quarter Ended 3/31/2020	Quarter Ended 6/30/2020	Quarter Ended 9/30/2020	Quarter Ended 12/31/2020	Year To Date 3/31/2020
U.S. Treasury Securities	0.000%	0.000%	0.000%	0.000%	0.000%
U.S. Agency Securities	0.000%	0.000%	0.000%	0.000%	0.000%
Certificates of Deposit	1.717%	0.000%	0.000%	0.000%	1.717%
Public Funds Investment Pools	1.410%	0.000%	0.000%	0.000%	1.410%
Total Portfolio	1.602%	0.000%	0.000%	0.000%	1.602%

City of Marshall, Texas Investment Rate of Return by Investment Category For the Quarter Ended March 31, 2020



City of Marshall, Texas Investment Rate of Return by Investment Type For the Quarter Ended March 31, 2020



City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
March 31, 2020

Description	Purchase Date	Maturity Date	Par/Face Value	Book Value	Market Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
			of Quarter	of Quarter	of Quarter			End of Quarter	End of Quarter	End of Quarter
Operating Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 82634	1/23/2020	7/21/2020	\$551,612.67	\$551,612.67	\$551,612.67	\$7,263.15		\$558,875.82	\$558,875.82	\$558,875.82
Certificate of Deposit 82322	11/30/2019	5/28/2020	\$553,772.77	\$553,772.77	\$553,772.77			\$553,772.77	\$553,772.77	\$553,772.77
Certificate of Deposit 92282	2/10/2020	5/10/2020	\$523,774.10	\$523,774.10	\$523,774.10	\$2,440.93		\$526,215.03	\$526,215.03	\$526,215.03
Certificate of Deposit 95588	1/7/2020	7/7/2020				\$500,000.00		\$500,000.00	\$500,000.00	\$500,000.00
Certificate of Deposit 95624	1/17/2020	7/17/2020				\$500,000.00		\$500,000.00	\$500,000.00	\$500,000.00
Certificate of Deposit 95694	2/10/2020	8/10/2020				\$500,000.00		\$500,000.00	\$500,000.00	\$500,000.00
Certificate of Deposit 95796	2/27/2020	8/27/2020				\$1,500,000.00		\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
Certificate of Deposit 86687	10/16/2019	4/16/2020	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00			\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
Certificate of Deposit 93987	2/8/2020	8/8/2020	\$1,014,929.11	\$1,014,929.11	\$1,014,929.11	\$13,331.66		\$1,028,260.77	\$1,028,260.77	\$1,028,260.77
Certificate of Deposit 82389	3/7/2020	6/5/2020	\$683,441.61	\$683,441.61	\$683,441.61	\$3,083.92		\$686,525.53	\$686,525.53	\$686,525.53
Total Certificates of Deposit			\$4,327,530.26	\$4,327,530.26	\$4,327,530.26	\$3,026,119.66	\$0.00	\$7,353,649.92	\$7,353,649.92	\$7,353,649.92
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$2,374,221.03	\$2,374,221.03	\$2,374,221.03	\$2,355,109.86	\$3,829,597.72	\$899,733.17	\$899,733.17	\$899,733.17
Total Investment Pools			\$2,374,221.03	\$2,374,221.03	\$2,374,221.03	\$2,355,109.86	\$3,829,597.72	\$899,733.17	\$899,733.17	\$899,733.17
Total Operating Investment Category			\$6,701,751.29	\$6,701,751.29	\$6,701,751.29	\$5,381,229.52	\$3,829,597.72	\$8,253,383.09	\$8,253,383.09	\$8,253,383.09

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
March 31, 2020

Description	Purchase	Maturity	Par/Face Value	Book Value	Market Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
	Date	Date	Beg of Quarter	Beg of Quarter	Beg of Quarter			End of Quarter	End of Quarter	End of Quarter
Special Revenue Investment Category										
<u>Certificates of Deposit</u>										
Certificate of Deposit 82376	12/10/2019	6/7/2020	\$77,702.64	\$77,702.64	\$77,702.64			\$77,702.64	\$77,702.64	\$77,702.64
Total Certificates of Deposit			\$77,702.64	\$77,702.64	\$77,702.64	\$0.00	\$0.00	\$77,702.64	\$77,702.64	\$77,702.64
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$336,938.60	\$336,938.60	\$336,938.60	\$142,408.23		\$479,346.83	\$479,346.83	\$479,346.83
Total Investment Pools			\$336,938.60	\$336,938.60	\$336,938.60	\$142,408.23	\$0.00	\$479,346.83	\$479,346.83	\$479,346.83
Total Special Revenue Investment Category			\$414,641.24	\$414,641.24	\$414,641.24	\$142,408.23	\$0.00	\$557,049.47	\$557,049.47	\$557,049.47

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
March 31, 2020

Description	Purchase	Maturity	Par/Face Value	Book Value	Market Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
	Date	Date	Beg of Quarter	Beg of Quarter	Beg of Quarter			End of Quarter	End of Quarter	End of Quarter
Debt Service Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$282,527.58	\$282,527.58	\$282,527.58	\$968,171.44	\$9,890.95	\$1,240,808.07	\$1,240,808.07	\$1,240,808.07
Total Investment Pools			\$282,527.58	\$282,527.58	\$282,527.58	\$968,171.44	\$9,890.95	\$1,240,808.07	\$1,240,808.07	\$1,240,808.07
Total Debt Service Investment Category			\$282,527.58	\$282,527.58	\$282,527.58	\$968,171.44	\$9,890.95	\$1,240,808.07	\$1,240,808.07	\$1,240,808.07

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
March 31, 2020

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Book Value Beg of Quarter	Market Value Beg of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Capital Projects Investment Category										
<u>U.S. Treasury Bills</u>										
Total U.S. Treasury Bills			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities</u>										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 83016	3/4/2020	8/31/2020	\$139,672.10	\$139,672.10	\$139,672.10	\$1,728.87		\$141,400.97	\$141,400.97	\$141,400.97
Total Certificates of Deposit			\$139,672.10	\$139,672.10	\$139,672.10	\$1,728.87	\$0.00	\$141,400.97	\$141,400.97	\$141,400.97
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$462,677.72	\$462,677.72	\$462,677.72	\$1,606.67		\$464,284.39	\$464,284.39	\$464,284.39
Total Investment Pools			\$462,677.72	\$462,677.72	\$462,677.72	\$1,606.67	\$0.00	\$464,284.39	\$464,284.39	\$464,284.39
Total Capital Projects Investment Category			\$602,349.82	\$602,349.82	\$602,349.82	\$3,335.54	\$0.00	\$605,685.36	\$605,685.36	\$605,685.36

City of Marshall, Texas
Purchases, Maturities, and Changes in Book and Market Value of Securities
For the Quarter Ended
March 31, 2020

Description	Purchase Date	Maturity Date	Par/Face Value	Book Value	Market Value	Purchases	Maturities	Par/Face Value	Book Value	Market Value
			Beg of Quarter	Beg of Quarter	Beg of Quarter			End of Quarter	End of Quarter	End of Quarter
Trust Investment Category										
<u>U.S. Agency Discount:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>U.S. Agency Securities:</u>										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Certificates of Deposit</u>										
Certificate of Deposit 82350	11/30/2019	5/28/2020	\$520,676.09	\$520,676.09	\$520,676.09			\$520,676.09	\$520,676.09	\$520,676.09
Certificate of Deposit 86118	10/8/2019	4/8/2020	\$32,520.92	\$32,520.92	\$32,520.92			\$32,520.92	\$32,520.92	\$32,520.92
Certificate of Deposit 82686	2/1/2020	7/30/2020	\$166,081.66	\$166,081.66	\$166,081.66	\$2,129.48		\$168,211.14	\$168,211.14	\$168,211.14
Total Certificates of Deposit			\$719,278.67	\$719,278.67	\$719,278.67	\$2,129.48	\$0.00	\$721,408.15	\$721,408.15	\$721,408.15
<u>Investment Pools:</u>										
TexPool	N/A	N/A	\$363,200.41	\$363,200.41	\$363,200.41	\$1,261.22		\$364,461.63	\$364,461.63	\$364,461.63
Total Investment Pools			\$363,200.41	\$363,200.41	\$363,200.41	\$1,261.22	\$0.00	\$364,461.63	\$364,461.63	\$364,461.63
Total Trust Investment Category			\$1,082,479.08	\$1,082,479.08	\$1,082,479.08	\$3,390.70	\$0.00	\$1,085,869.78	\$1,085,869.78	\$1,085,869.78
Total Portfolio			\$9,083,749.01	\$9,083,749.01	\$9,083,749.01	\$6,498,535.43	\$3,839,488.67	\$11,742,795.77	\$11,742,795.77	\$11,742,795.77

ITEM 5C

CONSENT AGENDA

STREET SWEEPING ACTIVITY REPORT



TO: Mark Rohr, City Manager

FROM: Eric Powell, PE *EP*
Director of Public Works

DATE: May 4, 2020

SUBJECT: Street Sweeping Activity Report for April 2020

The Street Sweeping Activity Report for the month of April 2020 is attached for review by the City Commission.

The month of April saw a reduction in the number of streets that were swept due to less debris from trees (leaves, pine straw, etc.). There also appeared to be less littering in some areas from vehicle/foot traffic, possibly due to the COVID-19 Shelter-in-Place directive.

STREET SWEEPING ACTIVITY REPORT APRIL 2020

STREET NAME	NUMBER OF TIMES SWEPT
N. Allen Blvd.	1
S. Allen Blvd.	1
Austin St. (Downtown)	6
Bolivar St. (Downtown)	6
Burleson St. (Downtown)	6
Carter St.	1
Courthouse Square (Downtown)	6
Emory St.	1
W. Houston St.	1
Rosborough Springs Rd.	1
Rusk St. (Downtown)	6
Sanford St.	1
University Ave.	1
N. Washington Ave. (Downtown)	6
Wellington St. (Downtown)	6

TOTAL NUMBER OF STREETS SWEPT IN APRIL: 15

ITEM 5D

CONSENT AGENDA

MUNICIPAL COURT ACTIVITY REPORT

MEMORANDUM

To: Mark Rohr, City Manager

From: Elaine Altman, Finance Director

Date: May 5, 2020

Subject: April 2020 Municipal Court Activity Report, Community Service Update & Response to Commission request for information at the April 9, 2020 meeting

Attached is the Municipal Court Activity Report for the month of April 2020 and an update on Community Service applications. Also attached is a letter from Madison Hood, City Prosecutor, in response to questions posed at the last Commission meeting. The letter explains what constitutes an Inactive Case and the City Prosecutor's role resolving those cases.

Monthly Report For Apr 2020

Cases Filed

STEP Site	Traffic	Penal	City Ordinance	Parking	Other	Total
0	102	8	26	0	11	147

Financial

State Costs	City Costs	Fines	Tech Fund	Bld Security	Total
\$9,119.80	\$5,863.27	\$3,410.08	(\$20.00)	\$8,651.10	\$27,024.25

Trials/Hearings

Jury	Bench	Appealed	Total
0	24	0	24

Warrants

Issued	Recalled	Served	Fees Collected	Amount Collected	Outstanding
174	32	23	\$1,819.79	\$7,873.73	\$2,776,029

Dispositions

Paid	Time Served	Dismissed	Appealed	Total
98	28	184	0	312

Office of Court Administration – Austin, TX

- OCA monthly report data compiled from the **October 2019** report (submitted 11/19/2019) revealed the following data:

Active cases: 1,338
Inactive cases: 4,962
- OCA monthly report data compiled from the **November 2019** report (12/19/2019) revealed the following data:

Active cases: 1,187
Inactive cases: 5,147
- OCA monthly report data compiled from the **December 2019** report (submitted 01/21/2020) revealed the following data:

Active cases: 1,071
Inactive cases: 5,193
- OCA monthly report data compiled from the **January 2020** report (submitted 02/20/2020) revealed the following data:

Active cases: 947
Inactive cases: 5,259
- OCA monthly report data compiled from the **February 2020** report (submitted 03/17/2020) revealed the following data:

Active cases: 847
Inactive cases: 5,292
- OCA monthly report data compiled from the **March 2020** report (submitted 04/21/2020) revealed the following data:

Active cases: 812
Inactive cases: 5,254

Community Service Applications

As of this report date (05.05.20) municipal court has 13 applications that were distributed to defendants at previous court proceedings. These were forwarded to Lt. Huffman at the Police Department for review and assignment to various entities for completion of hours.

Defendants that presented documents to the court for credit revealed the following:

Jan 2020

1. 33 hours - Animal Shelter
2. 12 hours - Animal Shelter

February 2020

1. 20 hours – Marshall Convention Center

March 2020

1. 20 hours – Animal Shelter
2. 12 hours – Animal Shelter

This information is only reflecting defendants that have completed their terms with the court. Many defendants are given 30-60 days for completion of the required hours. Lt Huffman with MPD assigns the locations for community service after review of their application and may be able to provide a more accurate assessment of where defendants are being sent for community service.

MEMORANDUM

To: Madam Mayor, Commissioners, & Mr. Mark Rohr

From: Madison Hood

Date: May 5, 2020

Subject: Follow up Response to Commission Meeting April 9, 2020

WHAT IS AN INACTIVE CASE?

A case becomes inactive when the defendant does not show up for Court and a warrant for the defendant is issued. An inactive case can be dismissed by the Judge but **no other action may be taken as long as a case is inactive.**

Only when the defendant is arrested or voluntarily shows up does the case again become active. Only active cases may be set for trial or disposed of by action other than dismissal. The only cases the prosecutor can resolve are active cases, please see the letter from the Office of Court Administration attached.

Agencies do not serve Class C warrants from other counties/municipalities, Class C misdemeanor warrants are not served out of state, nor are they entered into the statewide database.

There were 27 bench trials and 5 jury trials set between October 2019 and February 2020. 12 of the defendants in the bench trials pled guilty or no contest as did 4 of the jury trial defendants. For the first time since 2015, there was a jury trial in December of 2019. For the first time since 2016 there were at least 13 bench trials. The officers and prosecutor prepared for all the trials set. If you take those into account that is 27 bench trials and 5 jury trials from October 2019 to February 2019. For the actual trials, officers were brought to court to testify and the judge or a jury determined whether an individual was guilty or not guilty. We have gone from 1338 ACTIVE cases when I took over in October 2019 to 847 ACTIVE cases in February 2020 – a 37% reduction in 5 months.

INACTIVE CASES: In October 2019, there were 4,962 inactive cases, in February 2020 there were 5,292 inactive cases because that many people didn't show up for Court. That means that individuals had warrants issued, and their case went to inactive status. Example: Tina our clerk sets a pretrial docket. There are 50 cases on that pretrial docket, 30 people show up, 20 people do not. A warrant issues for those 20 people who did not show up and become inactive in status. It is inevitable those numbers go up, especially if this court is keeping warrants from 2002. It is incorrect for anyone to base the court, judge, prosecutor's performance on inactive

cases. They have no control over them. Obviously since the pandemic, court was cancelled in March and has been ever since, so the numbers will be higher until we can hold court again.

Warrants (inactive cases) in our system go all the way back to 2002. Most municipalities/counties hold their warrants for 5-7 years. Again, this information is gathered from the Office of Court Administration. The City of Marshall has 4,373 warrants that are over 4 years old. That is a huge number. The Judge and court staff would have to make the decision to recall those warrants and only go back a certain period of time. We will first try the amnesty program and OMNI to see if we can collect money on some of those warrants.

We had our first code enforcement docket in February 2020. I can tell you I have probably received close to 75-100 code cases since I began, possibly more. I have no idea when the city had their last code docket prior to my start date in October of 2019.

As you know, the prosecutor does not make the final call on the warrant round up, amnesty program, a court officer, or OMNI services. As I stated in February I am a cog in the wheel and with most of these issues the final decision does not rest with me. We all met and discussed the future plan that Elaine provided you. I am looking forward to the round up and being there to help dispose of cases (when we have a defendant that is present). When we have a court officer assigned, I am looking forward to prosecuting the individuals he is able to arrest and bring before the court so they can be prosecuted. I look forward to see how OMNI will work. I agree that holding individuals' licenses will make the inactive open warrant cases go down because people will know they can't get their license until they paid their citation with our court. Most municipalities have this system.

I along with the court have worked very hard to dispose of cases and keep dockets running regularly. As soon as the court is allowed, we will resume and continue to hold court as it's been since October of 2019.

If anything is unclear please let me know. I would be more than happy to answer any questions you may have.

Thank you for your time,

Madison Hood

Leland,

Per the instructions on our website at <http://www.txcourts.gov/reporting-to-oca/judicial-council-trial-court-activity-reports/justice-municipal-court-reports/>, below please find the definition of pending cases, separated as active and inactive, as it relates to the Monthly Court Activity Report:

Active Cases

Report the number of cases in which **a judgment had not been entered** that were active at the beginning of the month.

“Active cases” are cases awaiting entry of a judgment that the court can move to adjudication (entry of a judgment).

Inactive Cases

Report the number of cases in which a **judgment had not been entered** at the beginning of the month that had been classified as inactive (cases in which further court proceedings/activities could not continue).

Report the number of cases in which a judgment had not been entered that were placed in an inactive pending status because further court proceedings are not able to proceed.

This category includes but is not limited to (criminal cases):

- Cases in which a warrant of arrest has been issued;
- Cases reported to the OmniBase (Texas Department of Public Safety) program, to the Scofflaw program (Texas Department of Motor Vehicles), or to a collections agency for failure to appear;
- Cases in which a defendant is being held elsewhere on state or federal charges;
- Cases in which the defendant is otherwise unavailable for adjudication.

This category includes, but is not limited to (civil cases):

- Cases ordered to arbitration;
- Cases in which a notice or suggestion of bankruptcy is filed;
- Cases delayed due to the Soldiers’ & Sailors’ Civil Relief Act;
- Cases in which a suggestion of death is filed; and
- All other cases ordered abated by a judge.

Before the complete revision to the report effective September 2011, the report did not include pending balances. At that time each court was responsible for providing their pending balances as if September 1, 2011, and as we have found over the years, many courts started with incorrect numbers, with many still wrong to this date. History has shown that sometimes a new court clerk will discover this and make an attempt to reconcile the numbers. It can also be uncovered during an audit and then addressed. But the most common way incorrect pending balances come to light and are subsequently addressed is during a software conversion.

The change to the reports to distinguish between active and inactive cases was one that many judges supported. This is because a case that is inactive, that cannot be moved to final adjudication, is

completely out of the court's control. The use of the inactive status allows the court to account for those cases that, to no fault of the judge or court staff, simply cannot move forward. While my department does not complete audits of courts, as long as the inactive status is used correctly, I don't believe it would be an issue during an audit. It is also difficult to determine if a like size court (population wise) there would be reason to think the court was "of alignment with other courts of our population base". This is because some courts don't use the inactive status, don't understand the status, and because there may be other factors that could result in those courts having less or more inactive cases. I am including a copy of the Activity by City Summary for FY 2019, with the courts with a population close to yours highlighted. The issue with this report is that it does not include the total number of inactive cases pending, but rather the number of cases placed on inactive status. So I've included a copy of your August 2019 report, which highlights the number of cases active and inactive you began with and ended with during the month. If you are interested, you can run that report of those other like size courts to make the comparison. However, as I already mentioned, there could be factors that would not make that comparison a good indication of why there are differences.

Please let me know if you have any questions or if you would like to discuss further. Again, I apologize for the delay in getting back to you. Have a great day!

Sandy

Sandra Mabbett
Judicial Information Analyst
Office of Court Administration
205 W 14th St, Suite 600
Austin, TX 78701
Phone (512)463-1640
Fax (512)463-1865

ITEM 6A

PRESENTATION

PRESENTATION OF A PROCLAMATION DESIGNATING THE WEEK OF MAY 17 – MAY 23, 2020 AS NATIONAL PUBLIC WORKS WEEK IN THE CITY OF MARSHALL



TO: Mark Rohr, City Manager

FROM: Eric Powell, PE *ESP*
Director of Public Works

DATE: May 4, 2020

SUBJECT: Presentation of a Proclamation designating the week of May 17-23, 2020 as National Public Works Week in the City of Marshall

The American Public Works Association (APWA) annually recognizes the many men and women in North America who provide public services and maintain infrastructure. National Public Works activities are observed each year during May and June, with the theme this year being “The Rhythm of Public Works”. Through proclamations and other efforts, the APWA seeks to raise the public’s awareness of the importance of public works programs and the dedicated efforts of all public works employees.

PROCLAMATION



National Public Works Week

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the citizens of Marshall, Texas; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals who are engineers, managers, and employees responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for citizens and community leaders in Marshall, Texas to gain knowledge of, and to maintain a progressive interest and understanding of, the importance of public works and public works programs in our community; and,

WHEREAS, this year marks the 60th annual National Public Works Week, sponsored by the American Public Works Association; and,

WHEREAS, the City of Marshall wishes to express our utmost appreciation to our own public works personnel for their dedicated efforts in providing these important services to our community.

NOW, THEREFORE, we, the City Commission of Marshall, Texas do hereby proclaim the week of May 17th through May 23rd, 2020 as:

"National Public Works Week"

in the City of Marshall, Texas. We urge all citizens to acquaint themselves with the issues and employees involved in providing these important services; and to recognize the substantial contributions they make to protecting our health, safety, and quality of life.

Given under our hand and Seal of the City of Marshall this 14th day of May 2020.

Terri Brown, Mayor
Marshall City Commission



ITEM 6B

PRESENTATION

**PRESENTATION OF A PROCLAMATION
DESIGNATING THE WEEK OF MAY 10 –
MAY 16, 2020 AS “POLICE WEEK” IN
MARSHALL, TEXAS AND FURTHER
DESIGNATING THAT MAY 15, 2020 BE
OBSERVED AS “PEACE OFFICERS
MEMORIAL DAY” IN MARSHALL,
TEXAS**

MEMORANDUM

To: Members of the City Commission

From: Mark Rohr, City Manager

Date: May 5, 2020

Subject: Presentation of a Proclamation Designating "Police Week" and "Peace Officers Memorial Day" in Marshall, Texas

A Proclamation will be read aloud designating the week of May 10-16, 2020 as "Police Week" in Marshall, Texas and further designating that May 15, 2020 be observed as "Peace Officers Memorial Day" in Marshall, Texas.

PROCLAMATION



WHEREAS, the Congress and President of the United States have designated May 15th as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the International Association of Chiefs of Police has declared law enforcement officer safety and wellness a top priority, and the IACP's Center for Officer Safety and Wellness promotes the importance of individual, agency, family, and community safety and wellness awareness; and

WHEREAS, the members of law enforcement agencies of Marshall and Harrison County, Texas play an essential role in safeguarding the rights and freedoms of the citizens of Marshall; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the police department of the City of Marshall has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service;

NOW, THEREFORE, we, the City Commission of Marshall, Texas call upon all citizens of Marshall and upon all patriotic, civil and educational organizations to observe the week of May 10-16, 2020, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

WE FURTHER call upon all citizens of the City of Marshall to observe May 15, 2020, as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Marshall, Texas to be affixed this 14th day of May 2020.

Honorable Mayor
City of Marshall, Texas



ITEM 7A

PUBLIC HEARING

**PUBLIC HEARING AND CONSIDER
AMENDING THE COMMUNITY
DEVELOPMENT BLOCK GRANT 5-YEAR
CONSOLIDATED PLAN AND THE 2020
PROGRAM YEAR ANNUAL ACTION
PLAN TO INCLUDE CDBG-COVID FUNDS
AND PROPOSED ACTIVITIES**



Agenda Information Sheet

May 14, 2020

Agenda Item

Conduct a public hearing a consider amending the Community Development Block Grant 5-Year Consolidated Plan and the 2020 Program Year Annual Action Plan to include CDBG-COVID funds and proposed activities.

Background & Summary of Request:

The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds and a portion of those funds were dedicated to assist communities in responding to the pandemic. The City of Marshall's allocation is \$212,544.00. Based on guidance from the Department of Housing and Urban Development, these dollars can be spent on activities that fall within these four categories:

Buildings & Improvements – acquisitions, construction/reconstruction or installation of public works, facilities or other site improvements directly related to a community's response to COVID-19. (i.e. facilities for testing, diagnosis or treatment; or rehabilitation of a facility to expand hospital capacity.)

Assistance to Businesses – provide grants or loans to support new businesses or business expansion to create jobs or to avoid job loss. (i.e. Small Business Loan Program)

Public Services – provision of new or quantifiably increased public service. (i.e. increased food pantry needs, meal delivery to quarantined individuals or provide equipment/supplies to carry out a public service.) This category is capped at 15% of total allocation.

Planning, Capacity Building & Technical Assistance – data gathering, studies or analysis and preparation of plans and the identification of actions that will implement such plans. (i.e. gather data and development non project specific emergency infectious disease response plans)

Staff in conjunction with the City's emergency management team developed the following budget the City Commission's consideration:

Category	Proposed Budget	CDBG-CV
Planning, Capacity Building & Technical Assistance	\$42,509.00	
Public Services	\$31,882.00	
Assistance to Businesses	\$138,153.00	
Total	\$212,544.00	

HUD requires a public comment period, Staff advertised the above referenced budget through the City's website between April 27 to May 8 and at the time of this writing we have received no comments from the public.

The purpose of this agenda item is for the City Commission to conduct a public hearing and consider action on the proposed budget/plan for the CDBG-CV HUD allocation.

ITEM 8A

SECOND READING OF ORDINANCES

**APPROVAL OF AN ORDINANCE
AMENDMENT TO CHAPTER 32 OF THE
CITY OF MARSHALL CODE OF
ORDINANCES ENTITLED “ZONING
ORDINANCE” SPECIFICALLY RELATED
TO SECTION 20 ENTITLED “ZONING
DISTRICT PURPOSES AND PROHIBITED
USES.”**



Agenda Information Sheet

May 14, 2020

Agenda Item

Consider an ordinance amending Chapter 32 of the City of Marshall Code of Ordinances entitled “Zoning Ordinance” specifically related to Section 20 entitled “Zoning District Purposes and Prohibited Uses”.

The Planning & Zoning Commission recommended approval by a vote of 7-0-0.

City Commission approved first reading by a vote of 6-0-0.

Background & Summary

The Zoning Ordinance does not currently have a zoning district to serve public uses within the City such as schools, universities, parks, government uses and other uses typically managed by governments or nonprofits. It is typical that zoning ordinances provide such a district to ensure compatible development of such uses in conjunction with surrounding neighborhoods.

Staff determined the need in such a zoning district as the city has seen our universities and public spaces grow within the community. This district allows a wide range of uses by right with the condition that if there is a residentially zoned lot within 100 feet of the subject property then a special use permit will be required to ensure residential areas are protected.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 32 SECTION 20 OF THE CITY OF MARSHALL, TEXAS CODE OF ORDINANCES ENTITLED “ZONING DISTRICT PURPOSES AND PROHIBITED USES” FINDING THAT THE MEETING AT WHICH THIS ORDINANCE WAS PASSED WAS CONDUCTED IN STRICT COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the proposed amend to the Zoning Ordinance is now before the City Commission after being acted upon by the Planning & Zoning Commission as required by state law and city ordinance and after legal notices, requirements, conditions, and prerequisites have been complied with; and

WHEREAS, the City Commission of the City of Marshall, Texas (the “City”) deems it necessary and proper and in the best interests of the citizens of the City to amend Chapter 32 Section 20 of the Marshall Code of Ordinances entitled “Zoning District Purposes and Prohibited Uses”;

WHEREAS, the City Commission finds that there is now public necessity for the adoption of this amendment to the Zoning Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF MARSHALL:

Section 1. That the findings set out in the preamble to this ordinance are hereby in all things approved.

Section 2. That Chapter 32 Section 20, in the City of Marshall’s Code of Ordinances a new zoning district shall be established as follows:

“Chapter 32 Section 20.17.0 PS - Public Services District.

A. Purpose. The Public Services (PS) Zoning District is intended to provide area for buildings and facilities that are owned and operated by Federal, State, local governments, public utilities, special districts, or nonprofit organizations which are used to provide governmental or public services. The Public Services District provides for school sites, public park and recreational facilities, natural areas, trails, wetlands, and similar types of open space owned and managed by a local government, non-profits or special district.

B. Applicability. The PS Zoning District is identified on the City's official Zoning Map. The properties identified within the PS Zone shall comply with the provisions of this chapter.

20.17.01 Permitted and Special Use Permits.

A. Permitted Uses. The land uses listed in Table 20.01.0 are permitted by right or an approved special use permit in the PS Zoning District, subject to the provisions of this code.

B. Existing Uses. Uses and structures lawfully established within the Public Services Zone under previously effective land use regulations may continue subject to Chapter 32, Section 6, Non-Conforming Uses.

Table 20.01.0 – Permitted and Special Use Permits Uses

<i>Land Use</i>	<i>PS</i>
<i>Education, Institutional, and Special Uses (21.06)</i>	
<i>Animal Shelter with or without outdoor kennels *¹</i>	<i>P</i>
<i>Art Gallery</i>	<i>S</i>
<i>Athletic Institution school</i>	<i>P</i>
<i>Boarding School- private</i>	<i>P</i>
<i>Business or commercial school</i>	<i>P</i>
<i>Child/Adult Care Centers (private, public or denominational) for more than four (4) people not related by blood.</i>	<i>P</i>
<i>Church</i>	<i>P</i>
<i>College or University</i>	<i>P</i>
<i>Convent or monastery</i>	<i>P</i>
<i>Convention Facilities</i>	<i>P</i>
<i>Correspondence School</i>	<i>P</i>
<i>Dance or baton School</i>	<i>P</i>
<i>Day Camp</i>	<i>P</i>
<i>Dormitory</i>	<i>P</i>
<i>Fair Ground Exhibit area*¹</i>	<i>P</i>
<i>Fraternal Lodge or membership organization</i>	<i>P</i>
<i>Halfway House</i>	<i>P</i>
<i>Institution of religious or philanthropic nature</i>	<i>P</i>
<i>Library</i>	<i>P</i>
<i>Museum</i>	<i>P</i>

Table 20.01.0 – Permitted and Special Use Permits Uses

Land Use	PS
<i>Orphanage/non-family foster home</i>	<i>S</i>
<i>Public, private or denominational kindergarten, elementary, secondary school</i>	<i>P</i>
<i>Sorority/fraternity house on college campus</i>	<i>P</i>
<i>Trade School</i>	<i>P</i>
<i>Fire Station</i>	<i>P</i>
<i>City Hall, County courthouse, or administrative buildings</i>	<i>P</i>
<i>Public parks, playgrounds, swimming pool, skateboard park, pedestrian/bicycle trails and similar public recreation facilities</i>	<i>P</i>
<i>Public utilities</i>	<i>P</i>
<i>Public/Private utility maintenance facilities and operation yards with outdoor storage of materials and supplies*¹</i>	<i>S</i>
<i>Wireless and broadcast communication facilities</i>	<i>See Section 25-106</i>
<i>Public solid waste disposal /transfer sites</i>	<i>S</i>
<i>Outdoor Entertainment Venues*¹</i>	<i>P</i>

Key to Permitted Uses*P = Permitted**N = Not Permitted**S = Special Use Permit** *Special standards for certain uses subject Section 20.17.02 A.***20.17.02 Development Standards.***Development standards provide building separation for fire protection/security, building maintenance, sunlight and air circulation, noise buffering, and visual separation.***Table 20.3.0**

<i>Standard</i>	<i>PS</i>
<i>Lot Area</i>	<i>No Minimum Required</i>
<i>Lot Width</i>	<i>No Minimum Required</i>
<i>Lot Depth</i>	<i>No Minimum Required</i>
<i>Front Yard Setback</i>	<i>None</i>
<i>Side and Rear Yard Setback</i>	<i>Minimum 10 Feet</i>
<i>Building Height</i>	<i>4 stories</i>
<i>Lot Coverage</i>	<i>No maximum requirement</i>

A. Additional Requirements.

1. Land uses outlined in Table 20.01.0 with the subscript 1 are permitted by right as long as they are located 100 feet from a residentially zoned lot. If land uses are closer than 100 feet to a residential zoning district, then a Special Use Permit shall be required.

2. Parking. In addition to the requirements in Chapter 32 Section 28, parking and loading areas abutting or directly across the street from a Residential Zone shall be set back the minimum of 25 feet. This setback area shall be landscaped along the residential street frontage in accordance with Chapter 32 Section 29.

3. Landscape in accordance with Chapter 32 Section 29. Buffer yard requirements as shown below:

<i>Adjoining Development or District</i>									
<i>Proposed Development Providing Buffer</i>	<i>A-E, R-1, R-2, R-3, R-4, R-5</i>	<i>R-6</i>	<i>MF</i>	<i>O</i>	<i>C-1</i>	<i>C-2</i>	<i>C-3</i>	<i>I-1</i>	<i>I-2</i>
<i>PS</i>	<i>C</i>	<i>C</i>	<i>B</i>	<i>B</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>

“

Section 3. That the meeting at which this ordinance was passed was conducted in strict compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).

Section 4. That all other prior ordinances or portions of ordinances of the City of Marshall in conflict with the terms and provisions of this ordinance are hereby repealed to the extent of such conflict only.

Section 5. That the amendment of any ordinance or portion of an ordinance by this ordinance shall not affect the validity of any pending enforcement action or fines outstanding and due and payable on or before the effective date of this ordinance.

Section 6. That if any section, paragraph, subdivision, clause, phrase or provision of this ordinance is hereafter determined to be invalid or in violation of the laws of the State of Texas or the Constitution of the United States by a court of appropriate jurisdiction, such finding of invalidity shall affect the continued enforcement only of the provision or provisions so determined to be invalid, it being the intent of the City Commission of the City of Marshall that all other terms and provisions of this ordinance not affected thereby shall remain in full force and effect.

Section 7. That this ordinance shall be effective from and after its passage and publication as required by law.

Section 8. The provisions of this ordinance shall be included and incorporated in the City of Marshall Code of Ordinances as an addition and/or amendment thereto.

PASSED AND APPROVED this _____ day of _____, 2020.

AYES: _____

NOES: _____

ABSTAINED: _____

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2020.

AYES: _____

NOES: _____

ABSTAINED: _____

MAYOR OF THE CITY COMMISSION OF
THE CITY OF MARSHALL, TEXAS

Attest:

Elaine Altman, City Secretary

ITEM 8B

SECOND READING OF ORDINANCES

**CONSIDER AN ORDINANCE
REGARDING A ZONING MAP
AMENDMENT FROM R-2 (SINGLE
FAMILY DETACHED) TO O (OFFICE).
THE SUBJECT PROPERTY IS MORE
COMMONLY KNOWN AS 1103 SOUTH
WASHINGTON AVENUE**



Agenda Information Sheet

May 14, 2020

Agenda Item Z-20-02- Consider an ordinance regarding a zoning map amendment of a 0.803 acre tract of land being all of Lots 1 and 2, and part of Lot 3 Block 1 Medill Bomar Heights from R-2 (Single Family Detached) to O (Office). The subject property is generally located on the south side of West Merritt Street and west of South Washington Avenue, more commonly known as 1103 South Washington Avenue.

The Planning & Zoning Commission recommended approval by a vote of 7-0-0.

The City Commission approved the first reading by a vote of 6-0-0.

Applicant:	Mickey Boles 11 Oak Creek Ridge Dr. Longview , Texas 75605
Property Owner	Mickey Boles 11 Oak Creek Ridge Dr. Longview , Texas 75605
Surrounding Property Notices	15 Notices Sent within 200 ft. of the Site 0 Responses back

Location Map:



Background & Summary of Request:

The property is currently utilized as a single family residence constructed in 1909, and zoned R-2 (Single-Family Detached). The owner is request the zoning be changed to O (Office).

Picture of the Site:



Existing Conditions:

The property is currently utilized as a single family residence constructed in 1909, and zoned R-2 (Single-Family Detached).

The table below outlines the surrounding zoning and land uses:

	Zoning Classification	Land Use
North of the Property	C-2 (Retail Business)	Nursing Home
East of the Property	R-2 (Single-family Residential)	Single Family Residence
South of the Property	R-2 (Single-family Residential)	Single Family Residence
West of the Property	C-2 (Retail Business)	Nursing Home Parking

Water and sewer service is provided to the site by existing 6” water and sewer lines located along South Washington Avenue.

Zoning Classification Analysis:

The applicant is requesting the zoning change in order to establish a Financial Services office space. The Office district is established to accommodate all types of office uses and to provide a district with specific restrictions to serve as a buffer and/or transition between residential areas and major thoroughfares or commercial developments, and which would not have objectionable or detrimental impacts or influences on adjacent residential areas such as evening hours of operation, bright lights, etc.

Comprehensive Plan and Future Land Use Map Analysis:

The subject property is designated as “Low Density Residential” on the Future Land Use Map with the abutting property to the East designated as “Commercial/Office/Service” and the North designated as “High Density Residential” Transitional Areas: Chapter 3, Objective 7b of the Comprehensive Plan states

that “*Typical uses include low to moderate density residential, neighborhood-serving retail, restaurants, commercial and office.*”

The following questions should be answered when determining if a zoning change is appropriate:

1. Will the proposed change be in compliance with the goals of the Comprehensive Plan?
The request to change from R-2 to O would be in line with the Comprehensive plan is in compliance with the Future Land Use Plan.
2. Will there be an adverse impact on surrounding property if the request is approved? In evaluating this question, consideration should be given to all permitted uses in the proposed new zoning and the impact it could have on surrounding property.
The Office District is designed to promote stability of office building developments; to strengthen the economic base of the City; to protect the character of the district and adjacent districts; to conserve the value of land and buildings; and to protect the city’s tax base.
3. Is the property suitable for use as it is currently zoned or does the zoning need to be changed to allow the property to be put to use in a way that is in keeping with the surrounding activities.
The other buildings fronting S. Washington Ave. are predominately single family houses. However, the location of this property is a corner lot with frontage along E. Merritt St. as well. The building across the street is a Nursing Home and behind the subject property a parking lot. Changing the zoning to Office would serve as a buffer and/or transition between the residential areas.
4. What is the relationship of the proposed change to the health, safety and welfare of the general community? In other words, will the change make the community better or is it merely for the convenience of the owner? Will surrounding property owners suffer or lose any enjoyment in the area of their property as a result of this change? Does the proposed change seem to be a logical extension of similar types of development?
It is not believed that the proposed change would negatively affect the surrounding property owners.

Suggested Motions:

1. Motion to approve case number Z-20-01 as requested.
2. Motion to deny case number Z-20-01.

Attachments:

1. Aerial of Site
2. Pictures of the Site
3. 200 Foot Notification Map
4. Ordinance

Aerial Photograph Z-20-01



Please note, areas depicted on the above map just for representation purposes only and do not identify the exact boundaries of the property in question.

Z-20-01
Site Pictures



Single-Family Residential to the south



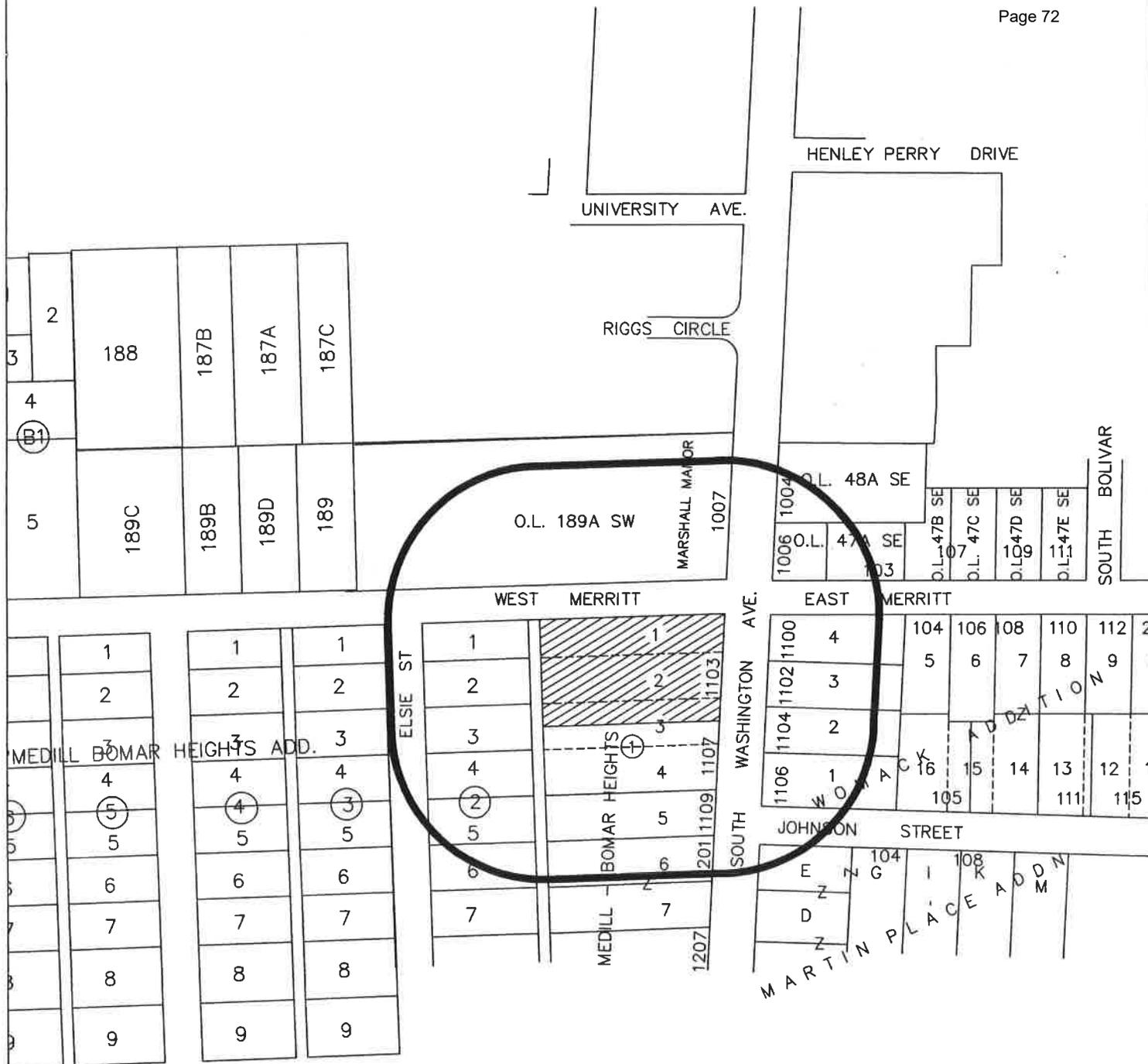
Single-Family Residential to the east



Commercial Development to the north (nursing home)



Nursing home Parking lot to the west



Case No. Z-20-01
 Scale: 1"=200'
 Date: 2-10-2020

PLANNING DEPARTMENT
 CITY OF MARSHALL, TEXAS

Remarks: a request to re-zone 0.803 acres of land and being all of lots 1, 2 and part of lot 3 block 1 Medill Bomar Heights from R-2 (single family detached) to O-(office)

Applicant: Mickey Boles
 Location: 1103 S. Washington

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 0-87-13 TO REZONE A 0.803 ACRE TRACT OF LAND BEING ALL OF LOTS 1 AND 2, AND PART OF LOT 3 BLOCK 1 MEDILL BOMAR HEIGHTS FROM R-2 (SINGLE-FAMILY DETACHED) TO O (OFFICE). THE SUBJECT PROPERTY IS LOCATED ON THE SOUTH SIDE OF WEST MERRITT STREET AND WEST OF SOUTH WASHINGTON AVENUE, MORE COMMONLY KNOWN AS 1103 SOUTH WASHINGTON AVENUE IN THE CITY OF MARSHALL, TEXAS.

WHEREAS, the City of Marshall enacted zoning on December 13, 1951 and amended said ordinance on July 7, 1963 and on March 26, 1987 repealed and replaced all ordinance with Ordinance No. 0-87-13 amending the Code of Ordinances of the City of Marshall to add Chapter 32 regarding Zoning; and

WHEREAS, a Zoning District Map was adopted as a part of Ordinance No. 0-87-13; and

WHEREAS, Chapter 32, Section 14 of the Code of Ordinances established a procedure for a property owner, his agent, or the City to request zoning district map amendments; and

WHEREAS, the Planning & Zoning Commission, after due and proper notice in the manner and for the length of time required by law, held a public hearing for the purpose of considering proposed changes to the Zoning District Map; and

WHEREAS, after the close of said public hearing and pursuant thereto, the Planning & Zoning Commission filed a written report with the City Commission, recommending changes in the Zoning District Map; and

WHEREAS, pursuant to said report and after notice in the manner and for the length of time required by law, the City Commission held a public hearing in Marshall, Texas at City Hall on the 23rd day of April, 2020, at 6:00pm for the purpose of considering the requested Zoning Map change, and at which hearing all property owners, interested parties, and interested citizens had an opportunity to be heard; and

WHEREAS, the City Commission, after considering the proposed changes and after hearing all parties and citizens desiring to be heard, deems that the following changes are necessary and for the best interest of the general welfare of the citizens of the City of Marshall, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS THAT:

Section 1. The facts and opinions in the preamble of this ordinance are true and correct.

Section 2. Rezone a 0.803 acre tract of land being all of Lots 1 and 2, and part of Lot 3 Block 1 Medill Bomar Heights from R-2 (Single Family Detached) to O (Office). The subject property is generally located on the south side of West Merritt Street and west of South Washington Avenue, more commonly known as 1103 South Washington Avenue in the City of Marshall, Texas.

Section 3. All ordinances and agreements and parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

PASSED on first reading the 23rd day of April, 2020.

AYES: __
NOES: __
ABSTAINED: __

PASSED on second reading the 14th day of May, 2020.

AYES: ____
NOES: ____
ABSTAINED: ____

MAYOR OF THE CITY COMMISSION
OF THE CITY OF MARSHALL, TEXAS

ATTEST:

CITY SECRETARY

ITEM 8C

SECOND READING OF ORDINANCE

**PUBLIC HEARING AND CONSIDER AN
ORDINANCE REGARDING A ZONING
MAP AMENDMENT FROM R-2 (SINGLE
FAMILY DETACHED) TO PS (PUBLIC
SERVICE). THE SUBJECT PROPERTY IS
MORE COMMONLY KNOWN AS 709
NATHAN STREET**



P&Z Agenda Information Sheet

May 14, 2020

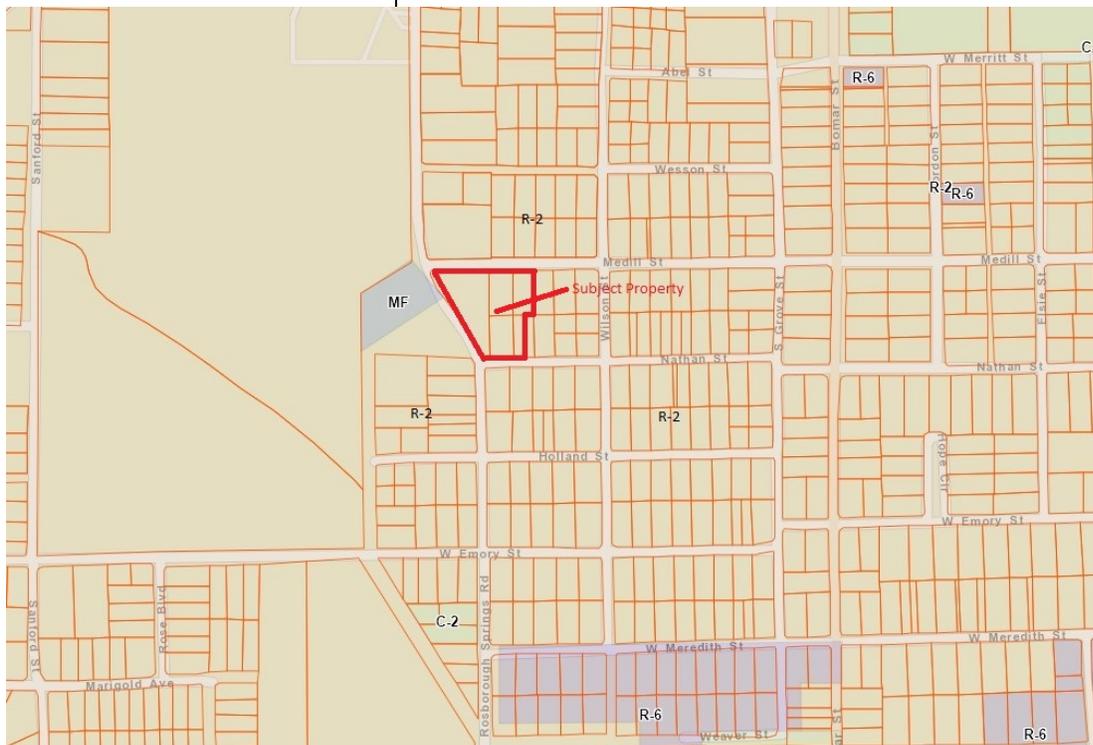
Agenda Item Z-20-02- Consider an ordinance amending the official zoning map regarding a 1.19-acre tract of land. Being all of lots 1, 2, 10, and part of lot 9 block 6 Parkview Addition, and all of Outlot 200-A S. W. from R-2 (Single Family Detached) to PS (Public Service). The subject property is generally located on the south side of Medill Street, east of Rosborough Springs Road, and on the north side of Nathan Street, more commonly known as 709 Nathan Street.

The Planning & Zoning Commission recommended approval by a vote of 7-0-0.

The City Commission approved the first reading by a vote of 6-0-0.

Applicant:	Wiley College 711 Wiley Avenue Marshall Texas 75670
Property Owner	Wiley College 711 Wiley Avenue, Marshall Texas 75670
Surrounding Property Notices	17 Notices Sent within 200 ft. of the Site 0 Responses back

Location Map:



Background & Summary of Request:

The owner is requesting the zoning be changed to PS (Public Service). The applicant is requesting the zoning change in order to construct a welcome center.

Picture of the Site:



Existing Conditions:

The property is currently vacant and zoned R-2 (Single-Family Detached).

The table below outlines the surrounding zoning and land uses:

	Zoning Classification	Land Use
North of the Property	R-2 (Single-family Residential)	Wiley College
East of the Property	R-2 (Single-family Residential)	Single Family Residence
South of the Property	R-2 (Single-family Residential)	Single Family Residence
West of the Property	R-2 (Single-family Residential) and MF (Multi-family)	Single Family Residence and Multi-family

Water service is provided to the site by an existing 6” water main along Rosborough Springs Road and a 2” water main located along Nathan Street. Sewer is provided by 6” mains along Medill Street, Rosborough Springs Road and Nathan Street.

Zoning Classification Analysis:

The applicant is requesting a zoning change to Public Services zoning district. The purpose of the Public Services district is to “... provides for school sites, public park and recreational facilities, natural areas,

trails, wetlands, and similar types of open space owned and managed by a local government, non-profits or special district.”

Comprehensive Plan and Future Land Use Map Analysis:

The subject property is designated as “Low Density Residential” on the Future Land Use Map and is located adjacent to the University Activity Center.

The Comprehensive Plan defines University Activity Center as an area that “... *provides a gradual transition in scale, use, character, and intensity between the universities and surrounding neighborhoods.*”

The following questions should be answered when determining if a zoning change is appropriate:

1. Will the proposed change be in compliance with the goals of the Comprehensive Plan?
The property is located on the perimeter of the University Activity Center, since the areas on the future land use plan are loosely defined it is believed that this request meets the goals and objectives of the Comprehensive Plan and Future Land Use Plan.
2. Will there be an adverse impact on surrounding property if the request is approved? In evaluating this question, consideration should be given to all permitted uses in the proposed new zoning and the impact it could have on surrounding property.
The purpose of the Public Services district is to provide for uses that protect the neighboring residential uses. No adverse impacts on the surrounding property is anticipated.
3. Is the property suitable for use as it is currently zoned or does the zoning need to be changed to allow the property to be put to use in a way that is in keeping with the surrounding activities.
Wiley College is an anchor of the neighborhood, the Public Services zoning designation is designed to allow the college to expand while protecting the neighborhood.
4. What is the relationship of the proposed change to the health, safety and welfare of the general community? In other words, will the change make the community better or is it merely for the convenience of the owner? Will surrounding property owners suffer or lose any enjoyment in the area of their property as a result of this change? Does the proposed change seem to be a logical extension of similar types of development?
It is not believed that the proposed change would negatively affect the surrounding property owners.

Suggested Motions:

1. Motion to approve case number Z-20-02 as requested.
2. Motion to deny case number Z-20-02.

Attachments:

1. Aerial of Site
2. Pictures of the Site
3. 200 Foot Notification Map
4. Ordinance

Z-20-02
Aerial Photograph



Please note, areas depicted on the above map just for representation purposes only and do not identify the exact boundaries of the property in question.

Z-20-02
Site Pictures



Subject Property



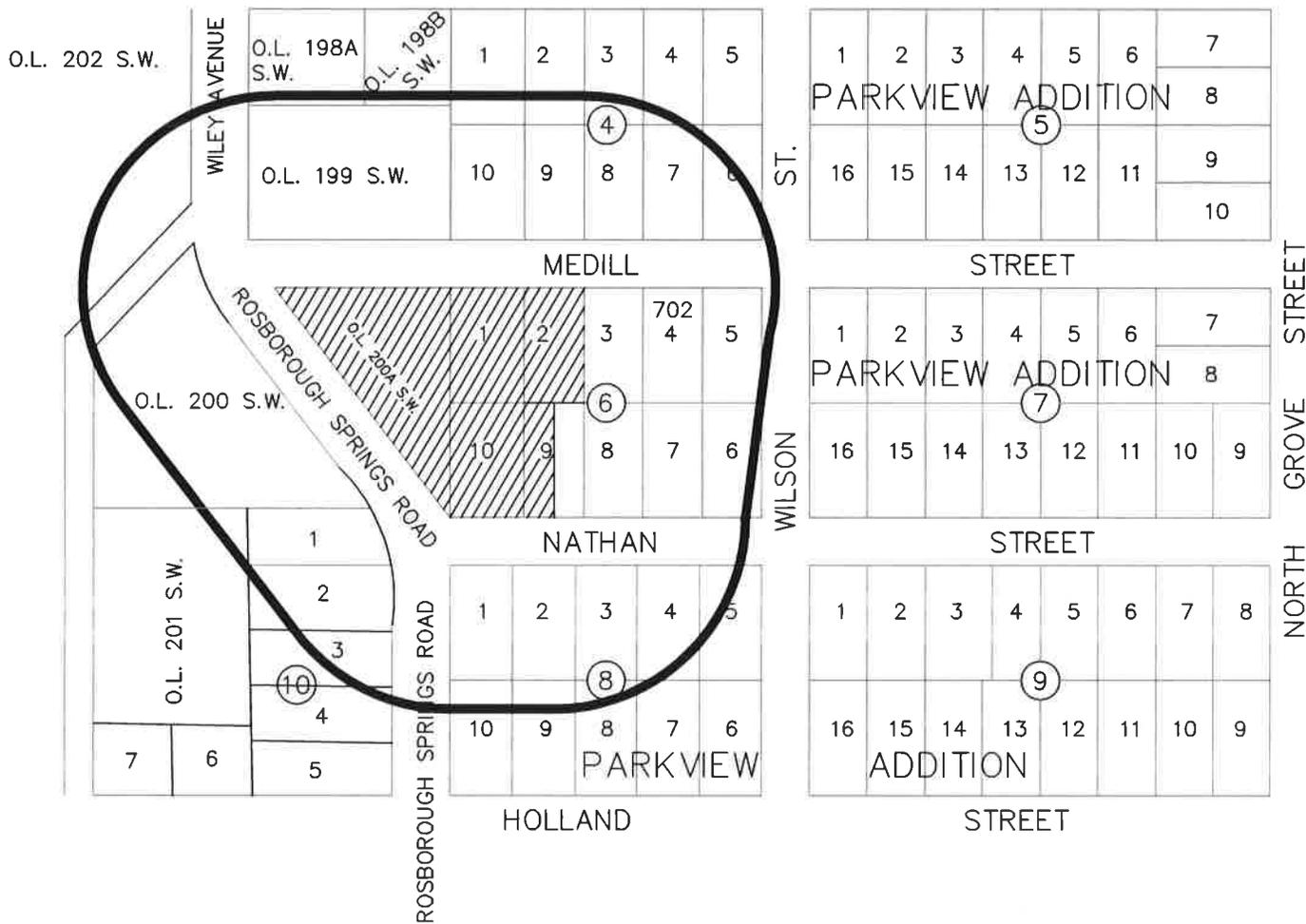
Single-Family Residential to the east



Wiley College property to the north



Property to the west



Case No. Z-20-02
 Scale: 1"=200'
 Date: 3-09-2020

PLANNING DEPARTMENT
 CITY OF MARSHALL, TEXAS

Remarks:



A request to rezone Lots 1,2,10, and part of 9 Block 6 Parkview Addition, and all of Outlot 200-A S. W. from R-2 Single Detached to Public Service.

Location: 709 Nathan Street
 Applicant: Ivan White for Wiley College

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 0-87-13 TO REZONE A 1.19-ACRE TRACT OF LAND. BEING ALL OF LOTS 1, 2, 10, AND PART OF LOT 9 BLOCK 6 PARKVIEW ADDITION, AND ALL OF OUTLOT 200-A S. W. FROM R-2 (SINGLE FAMILY DETACHED) TO PS (PUBLIC SERVICE). THE SUBJECT PROPERTY IS GENERALLY LOCATED ON THE SOUTH SIDE OF MEDILL STREET, EAST OF ROSBOROUGH SPRINGS ROAD, AND ON THE NORTH SIDE OF NATHAN STREET, MORE COMMONLY KNOWN AS 709 NATHAN STREET AVENUE IN THE CITY OF MARSHALL, TEXAS.

WHEREAS, the City of Marshall enacted zoning on December 13, 1951 and amended said ordinance on July 7, 1963 and on March 26, 1987 repealed and replaced all ordinance with Ordinance No. 0-87-13 amending the Code of Ordinances of the City of Marshall to add Chapter 32 regarding Zoning; and

WHEREAS, a Zoning District Map was adopted as a part of Ordinance No. 0-87-13; and

WHEREAS, Chapter 32, Section 14 of the Code of Ordinances established a procedure for a property owner, his agent, or the City to request zoning district map amendments; and

WHEREAS, the Planning & Zoning Commission, after due and proper notice in the manner and for the length of time required by law, held a public hearing for the purpose of considering proposed changes to the Zoning District Map; and

WHEREAS, after the close of said public hearing and pursuant thereto, the Planning & Zoning Commission filed a written report with the City Commission, recommending changes in the Zoning District Map; and

WHEREAS, pursuant to said report and after notice in the manner and for the length of time required by law, the City Commission held a public hearing in Marshall, Texas at City Hall on the 23rd day of April, 2020, at 6:00pm for the purpose of considering the requested Zoning Map change, and at which hearing all property owners, interested parties, and interested citizens had an opportunity to be heard; and

WHEREAS, the City Commission, after considering the proposed changes and after hearing all parties and citizens desiring to be heard, deems that the following changes are necessary and for the best interest of the general welfare of the citizens of the City of Marshall, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS THAT:

Section 1. The facts and opinions in the preamble of this ordinance are true and correct.

Section 2. Rezone a 1.19-acre tract of land. Being all of lots 1, 2, 10, and part of lot 9 block 6 Parkview Addition, and all of Outlot 200-A S. W. from R-2 (Single Family Detached) to PS (Public Service). The subject property is generally located on the south side of Medill Street, east of Rosborough Springs Road, and on the north side of Nathan Street, more commonly known as 709 Nathan Street in the City of Marshall, Texas.

Section 3. All ordinances and agreements and parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

PASSED on first reading the 23rd day of April, 2020.

AYES: __

NOES: __

ABSTAINED: __

PASSED on second reading the 14th day of May, 2020.

AYES: ____

NOES: ____

ABSTAINED: ____

MAYOR OF THE CITY COMMISSION
OF THE CITY OF MARSHALL, TEXAS

ATTEST:

CITY SECRETARY

ITEM 8D

SECOND READING OF ORDINANCE

**APPROVAL OF AN ORDINANCE
CONSENTING TO THE AMENDED
DECLARATION OF LOCAL DISASTER
PROCLAIMED FOR THE CITY OF
MARSHALL BY THE MAYOR ON
APRIL 13, 2020, AND ANY MATTERS
INCIDENTAL OR RELATED TO SAID
DECLARATION**

MEMORANDUM

To: Members of the City Commission

From: City Manager, Mark Rohr

Date: May 4, 2020

Subject: Consider approval of an Ordinance consenting to the Amended Declaration of Local Disaster Proclaimed for the City of Marshall by the Mayor on April 13, 2020, and any Matters Incidental or Related to said Declaration

On April 13, 2020, the Mayor issued a second amended declaration of local disaster for the City of Marshall resulting from the global pandemic of the coronavirus.

This agenda item allows for the Commission to consider approval of an Ordinance consenting to the Second Amended Declaration of Local Disaster and Public Health Emergency Related to Communicable Disease proclaimed for the City of Marshall by the Mayor on April 13, 2020.

This Ordinance is being presented for a second time given that all Commissioners were not available for the first reading. We will not be doing this moving forward.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS, CONSENTING TO THE SECOND AMENDED DECLARATION OF LOCAL DISASTER PROCLAIMED FOR THE CITY OF MARSHALL BY THE MAYOR ON APRIL 13, 2020; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS APPROVED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on April 13, 2020, the Mayor issued a second amended declaration of local disaster for the City of Marshall, Texas, resulting from the global pandemic of the novel coronavirus designated SARS-CoV2 which causes the disease COVID-19; and,

WHEREAS, the April 13, 2020 declaration and the findings made therein are adopted herein by reference; and,

WHEREAS, the conditions necessitating the aforesaid declaration continue to exist; and,

WHEREAS, §418.108(b) of the Texas Government Code provides that a declaration of local disaster may not be continued or renewed for a period of more than seven days without the consent of the governing body of the political subdivision; and

WHEREAS, the dictates of this Ordinance are consistent with the Texas Governor's Executive Order No. GA-14 relating to statewide continuity of essential services and activities during the COVID-19 disaster;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS:

Section 1. That the findings set out in the preamble to this ordinance are hereby in all things approved and adopted.

Section 2. That the City Commission of the City of Marshall hereby consents to the amended declaration of local disaster proclaimed for the City of Marshall by the Mayor on April 13, 2020.

Section 3. That the consent hereby given shall continue in effect until said consent is terminated by the City Commission or until the amended declaration of local disaster herein mentioned is terminated by order of the Mayor.

Section 4. That, during the continuation of the amended declaration of local disaster herein mentioned, the Mayor is authorized, without further action of the City Commission, to exercise any powers, take any actions and issue any orders authorized by law, including but not limited to, any measures authorized by Chapter 418 of the Texas Government Code, including without limitation Section 418.108 and Section 418.1015 of said chapter.

Section 5. That all provisions of the ordinances of the City of Marshall in conflict with the provision of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Marshall not in conflict with the provision of this ordinance shall remain in full force and effect.

Section 6. That should any sentence, paragraph, subdivision clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional and to this end the provisions of this ordinance are severable.

Section 7. That the meeting at which this ordinance was approved was conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Section 8. That this ordinance and the amended declaration of local disaster mentioned herein and any continuation of said amended declaration of local disaster and any orders lawfully issued under any of same shall, collectively, constitute an ordinance adopted pursuant to the emergency management plan adopted by the City of Marshall and an ordinance governing public health and sanitation.

Section 9. That the City Attorney or the City Attorney’s designee is hereby authorized, without further action of the City Commission, to undertake, by all legal means appropriate or necessary, the enforcement of this ordinance, of the amended declaration of local disaster mentioned herein, of any continuation of said amended declaration of local disaster, and of any orders lawfully issued under any of same; and such means may include, but are not limited to: application to the proper court or courts to issue any and all proper restraining orders, temporary and permanent injunctions; the filing of any other appropriate civil actions in courts of appropriate jurisdiction; and defending the City of Marshall from suit if suit is taken to appeal any action of the City of Marshall.

Section 10. That this ordinance is approved as an emergency measure and pursuant to state and local authority for emergency measures and shall become effective immediately from and after its date of passage.

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

AYES: _____

NOES: _____

ABSTAINED: _____

PASSED, APPROVED AND ADOPTED ON THIS _____ DAY OF _____, 2020.

AYES: _____

NOES: _____

ABSTAINED: _____

CHAIRMAN OF THE CITY COMMISSION
OF THE CITY OF MARSHALL, TEXAS

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney

ITEM 9A

PLAN TO REDUCE INACTIVE MUNICIPAL COURT CASES AND UPDATE ON COMMUNITY SERVICE PROGRAM

MEMORANDUM

To: Mark Rohr, City Manager

From: Leland Benoit, Court Administrator
Madison Hood, City Prosecutor
Elaine Altman, Finance Director
Brendan Roth, Municipal Court Judge
Cliff Carruth, Police Chief

Date: April 21, 2020

Subject: Plan to Reduce Inactive Municipal Court Cases and
Update on Community Service Program

Plan to Reduce Inactive Municipal Court Cases:

On April 15th, City staff listed above met to address ways to reduce inactive Municipal Court Cases. Inactive Court Cases are defined as those cases where the Court and Prosecutor cannot take further action until the defendant is arrested, enters a plea, pays their fine, or a hearing/trial is set. City staff discussed all available options and agreed to implement the following aggressive plan to reduce the current number of inactive cases.

- Cliff Carruth, Police Chief, committed to **assign a police officer**, within the next 30 days, to work court services and security once the City Courts are back in operation (pending COVID-19). This officer will actively execute outstanding warrants.
- Staff agreed to offer an **Amnesty Program** that will allow citizens to clear their outstanding warrants. Details of the Amnesty Program will be advertised on the City's website and in the local newspaper. Defendants who voluntarily appear at the Municipal Court during the amnesty period will be permitted to resolve eligible delinquent cases, including Failure to Appear (FTA) cases, and will not be subject to arrest. Some fees will be waived. The Court has discretion over warrant and late payment fees; these fees can be waived or reduced during the amnesty period. The time frame for implementation is contingent on the Court reopening/COVID-19.

- The Amnesty Program will be followed-up by a **Warrant Round Up**. Law enforcement and Municipal Court staff will join forces to enforce as many arrest warrants as possible in an effort to collect debt owed on outstanding warrants. This will also take place once the courts are operational (pending COVID-19). It should be noted that the last time this process was undertaken the Municipal Court had two additional full time staff and a part time person. For Court staff to participate in a warrant roundup, additional personnel will be required.
- A decision was made to utilize the Texas Department of Public Safety Failure to Appear Database (OMNI) which enables DPS to **place a hold on Texas driver's license renewals** until a warrant is resolved. This program was briefly mentioned in a prior meeting with the Commission by the Court Administrator, Leland Benoit. There is no cost to the Court to implement this program; however, the program will require additional administrative staff time to implement and maintain. The Court Administrator is currently working with OMNIBase Services to finalize the contractual obligations and implementation. He is waiting on paperwork from OMNIBase as well as contact from DPS which has been delayed due to COVID-19.

Staff will be available at the May 14th Commission meeting to answer questions about the above programs.

Update on Community Service Program:

In addition to the above programs, staff identified additional measures to increase transparency and improve court efficiency. Brendan Roth, Municipal Court Judge, agreed to simplify the form currently used to determine Community Service eligibility. The form will be reduced from 5 to 3 pages and will better serve the Court's needs. Once revised, the form will be forwarded to William Huffman, Police Lieutenant, for implementation. Lt. Huffman currently reviews applicants, determines eligibility and then directs individuals to the proper entity where Community Service is to be completed. The Court will begin tracking the location of Community Service hours performed when the completed forms are turned into the Court. It should be noted that not all individuals who request and are assigned Community Service will complete it.

ITEM 9B

**REVIEW AND CONSIDER APPROVAL
OF A SMALL BUSINESS REVOLVING
LOAN PROGRAM**



Agenda Information Sheet

May 14, 2020

Agenda Item

Review and consider approval of a Small Business Revolving Loan Program.

Background & Summary

In an effort to assist businesses that are suffering from the effects of COVID-19 and to help businesses grow, the city has allocated a portion of the funds from the CARES Act to create a small business revolving loan program. It should also be noted that this initiative of supporting a small business loan program was also a goal that came out of the Mobilize Marshall plan as an effort to assist new businesses and encourage existing businesses to grow which would promote the creation of a “Cradle of Entrepreneurship” program within the City.

Highlights of the program as they are presented include:

- Defines a small business as an organization with projected gross revenue of less than \$1 million and employs 50 or fewer people.
- Supports the establishment of a new business or expansion of an existing one.
- Businesses must be located within the city limit of Marshall.
- Loans may be used for acquisition or development of land, overhead expenses, rent/utilities, training, labor expenses, or equipment necessary to conduct the business.
- Maximum loan amount would be \$10,000 or 75% of the total project cost, whichever is less.
- Application process would be submitting an application to staff, obtaining a recommendation from the Community Development Advisory Committee, and City Commission making a final determination.

If approved staff would begin advertising the program to local businesses through our Chamber of Commerce and other media outlets.



City of Marshall Small Business Revolving Loan Program

Program Description:

The City of Marshall Small Business Revolving Loan Fund is designed to assist small and emerging businesses with projected gross revenue less than \$1 million and who employ 50 or fewer employees.

The goal of the program is to create a public sector financial tool to stimulate economic growth within the city and to provide access to capital for those underserved by mainstream financial institutions. Potential borrowers frequently have already exhausted sources of consumer credit and/or do not meet the requirements of business financing. They rarely have assets with a value adequate to inquire the amount of financing needed. However, applicants that do have a viable business concept, the skills to execute, find a strong commitment both to operate a business and repaying a loan, will be considered.

In addition, this program can be used as a tool for those borrowers who need assistance in bridging the gap between conventional funding and personal assets to assist in meeting their business plan needs.

Objectives:

1. Establishment of new businesses and/or expansion of existing business.
2. Creation of employment opportunity and/or saving of existing jobs.

Sources of Funding:

The source of funding for the Small Business Revolving Loan Program is provided primarily through U.S Department of Housing and Urban Development Community Block Development Grant and through funds awarded to the City by a U.S. Department of Agricultural grant known as Rural Business Enterprise Grant.

Applicant Eligibility:

- Applicant must be the business owner or the entrepreneur.
- Business must be physically located within the City of Marshall corporate city limits.

Eligible Loan Purposes:

- Acquisition and development or improvement of land, easements, and rights-of-way.
- Overhead expenses such as certifications, licenses, advertising, incorporation, insurance, etc.
- Rent and utilities.
- Training, technical assistance, business services (such as web site development, etc.) to increase the capacity of recipients to carry out or broaden services.
- Labor expenses (excluding owner), business inventory and supplies.
- Capital or equipment purchases necessary for the business operation.

Ineligible Loan Purposes:

- Agricultural production
- Comprehensive area-wide planning
- Funding a part of a project which is depended on other funding unless there is a firm commitment of the other funding to ensure completion of the project.
- Applications by members of the Community Development Advisory Committee or their immediate family members, city staff or their immediate family members, and City Commission or their immediate family members shall be ineligible for funding.

Ineligible Businesses: The types of businesses not eligible for this program include, but are not limited to: adult entertainment, liquor or tobacco stores, businesses focused on financial transactions, credit or investment, life insurance, mortgage finance, check cashing, or pawn shops.

Leveraging:

The overall goal is to leverage private dollars from equity and/or debt. On a case-by-case basis this leverage requirement may be waived. A private dollar can be either a loan or owner equity. Owner equity can be cash and/or land. The land is counted only for construction projects. Expenditures made by the loan applicant prior to the loan award are not counted unless made as part of the submittal, and made within 60 days of the loan application submittal, related to and in anticipation of such submittal.

Loan Limits:

Loans from the revolving loan fund will not exceed the level of available funding in the revolving loan fund account and/or not exceed \$10,000 or 75% of the total project cost, whichever is less.

Loan Terms:

Loan terms will be amortized based on the life of the security. Term loans will be for a specific amount, have fixed payments and maturity dates. Fixed assets loan terms will not exceed 7 years and real estate loan terms will not exceed 15 years. This type of loan is appropriate for expanding a business, financing equipment or to improve commercial real estate.

Collateral Requirements:

While the value of collateral likely will not be adequate to repay the loan, the assignment of a security interest in assets to the lender reinforces the gravity of the act of borrowing. Taking a security interest will not be an idle caveat and the follow through will be by taking possession of collateral in case of default.

Interest Rate:

The interest rate is set based on the needs of each loan and are not exceed 6%. The CDAC shall make recommendations to the City Commission who will determine the rate.

Loan Qualifications

Approval for a loan focuses on character, credit, and reliability of the borrower. No predetermined percentage of equity will be required, nor is adequate collateral a determining factor, but loans will be secured by collateral where possible.

Loan Application Process:

1. Pre-Application Consultation with City Staff.
2. Submit a Completed Application including Supporting Backup Material.
3. Meeting with Staff to answer any questions and set a schedule of future meetings.
4. Staff presents application to Community Development Advisory Committee (CDAC) and request a recommendation.
5. Staff presents CDAC recommendation to City Commission for their approval.
6. If approved, staff executes loan agreement.

Application Evaluation Criteria:

The following criteria will be used to evaluate grant applications:

1. Business Plan – there is a demonstrated market for the product or services.
2. Business plan is feasible and expenses are reasonable.
3. Financials/State of Funding – review of last year’s operating financials including tax returns and/or at least one year financial projections or start-up cash flow projections for the first year were provided; amount and sources of other/leveraged funds committed.
4. The applicant’s prior professional/business experience and background information.
5. Supporting documentation provided – resumes, past financial reports, financial projections, income verification.
6. The applicant will meet the CDBG National Objective to create or retain one or more jobs for low-and moderate income residents.
7. Additional consideration will be given to businesses that:
 - a. are women or minority owned;
 - b. number of jobs created;
 - c. located within a low or moderate income Census Tract.

ITEM 10

ITEMS WITHDRAWN FROM THE CONSENT AGENDA

ITEM 11

EXECUTIVE SESSION

**EXECUTIVE SESSION PURSUANT TO
THE OPEN MEETINGS ACT, CHAPTER
551 OF THE TEXAS GOVERNMENT
CODE UNDER SECTION 551.074
PERSONNEL MATTERS: CONSIDER,
DISCUSS, AND DELIBERATE THE
APPOINTMENT, EMPLOYMENT,
DUTIES, AND SUCCESSION PLAN FOR
THE OFFICE OF THE CITY ATTORNEY**

ITEM 12

ADJOURNMENT