Council Chambers, City Hall
401 South Alamo
Marshall, TX 75670
903-935-4421

Members
Amy Ware, District 4 - Mayor
Marvin Bonner, District 1
Leo Morris, District 2
Jennifer Truelove, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING

April 11, 2024
6:00 PM

1. **Call to Order and Roll Call**
2. **Invocation and Pledges**
3. **Presentations & Proclamations**
   A. National Telecommunicators Week Proclamation. (Police)
4. **Citizen Comments**
   Texas Government Code, Sec. 551.007 requires that a governmental body must allow each member of the public who desires to address the body regarding an item on the 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 are requested to fill out a public comment form and will have three (3) minutes to speak unless additional time has been requested.
5. **Items to be Withdrawn From Consent Agenda**
6. **Consent Agenda**
   The items on the Consent Agenda require little or no deliberation by the Council. 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 Councilmember 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 March 28, 2024 Regular Council meeting. (City Secretary)
   B. Consider approval of an agreement with Dr. Jeffrey McWilliams for Physician Director Services for the Emergency Medical Services System. (Fire Department)
   C. Consider approval of an Ordinance amending the Fiscal year 2024 annual budget. (Finance)
   D. Consider approval of the City of Marshall Cash Handling Policy. (Finance)
7. **Consideration of Items Withdrawn From the Consent Agenda**
8. **City Manager Reports and Requests for City Council Consideration**
   A. Consider approval of Golf Cart Lease (Parks & Recreation)

B. Consider approval of an expenditure of $74,945 to purchase new furniture and consoles for the Marshall Telecommunications Center. (Police)

C. Harrison Central Appraisal District Update. (Finance)

9. Adjournment

Posted: April 8, 2024
5:00 PM
N. Smith

This meeting will be conducted in accordance with the Americans with Disabilities Act. Requests for sign interpretive services will be available with at least 72-hour notice prior to the meeting. To make arrangements for these services, please call the City Secretary's Office at 903-935-4446.

TO:	City Council
DATE:	April 11, 2024
ITEM #:	3.A
SUBJECT:	National Telecommunicators Week Proclamation. (Police)

Recommendation for Action: Approve and Issue Proclamation

Executive Summary: The Congress and the President of the United States have established the second week of April as National Telecommunicators Week. The Police Department requests that the City Council issue a proclamation designating April 14-20, 2024 as Telecommunicators Week in the City of Marshall.

Budget Cost: N/A

Staff Contact: Cliff Carruth - Chief of Police

Attachments: 1. Tellecommunicators Week Proclamation

PROCLAMATION

Designation of April 14-20, 2024 as Telecommunicators week

WHEREAS, The Congress and the President of the United States have established the second week of April as National Telecommunicators Week; and

WHEREAS, when an emergency occurs, the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property, and the City of Marshall Safety Telecommunicators are the single vital link between first responders and persons seeking immediate relief during an emergency; and

WHEREAS, the work of these “unseen first responders” is invaluable in emergency situations; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW THEREFORE, let it be resolved by the City Council that the week of April 14-20, 2024 be recognized as: National Public Safety Telecommunicators week in the City of Marshall, Texas, and encourage the citizens of Marshall to express their appreciation to the City of Marshall Telecommunicators for their diligence and professionalism in keeping our city and citizens safe.

____

Amy Ware, Mayor
City of Marshall, Texas

City of MARSHALL TEXAS

City of MARSHALL TEXAS	TO:	City Council
	DATE:	April 11, 2024
	ITEM #:	6.A
	SUBJECT:	Consider approval of the minutes from the March 28, 2024 Regular Council meeting. (City Secretary)

Recommendation for Action: Consider approval of the minutes from the March 28, 2024 Regular Council meeting.

Executive Summary: Minutes from the Regular meeting held on March 28, 2024.

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 3-28-24 minutes

Council Chambers, City Hall
401 South Alamo
Marshall, TX 75670
903-935-4421

Members
Amy Ware, District 4 - Mayor
Marvin Bonner, District 1
Leo Morris, District 2
Jennifer Truelove, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING
March 28, 2024
6:00 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Regular meeting to order in the Council Chambers, City Hall at 06:00 PM.

PRESENT:

Mayor and Council Members:
Mayor Amy Ware
Councilmember Marvin Bonner
Councilmember Leo Morris
Councilmember Jennifer Truelove
Councilmember Reba Godfrey
Councilmember Micah Fenton

ABSENT: Councilmember Amanda Abraham **Motion to Excuse: Councilmember Bonner Second Councilmember Fenton Vote: 6:0**

ADMINISTRATIVE STAFF PRESENT:
Terrell Smith, City Manager
Dawn Jones, Finance Director
Eric Powell, Public Works Director
Christol Hall, HR/Civil Service Director
Anna Lane, Community Services Director
Randy Pritchard, Support Services Director
Nikki Smith, City Secretary/Payroll Accountant
Reggie Cooper, Fire Chief
Scott Rectenwald, City Attorney

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

A. Presentation of a proclamation declaring the month of April 2024 as "Child Abuse Awareness and Prevention Month" in the City of Marshall.
Mayor Ware read the proclamation and recognized the Harrison County CASA volunteers.

B. Presentation of the Employee of the Month - March (Human Resources)

Demond Williams, Employee Engagement Committee, stated the process for submitting and selecting the employee of the month. Kristina Hamilton, Employee Engagement Committee, presented the Employee of the Month Award for March 2024 to Varnessa Slade, Planning & Development.

4. Citizen Comments

Texas Government Code, Sec. 551.007 requires that a governmental body must allow each member of the public who desires to address the body regarding an item on the 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 are requested to fill out a public comment form and will have three (3) minutes to speak unless additional time has been requested.

Vicki Cheeseman, 810 Scenic Loop, spoke regarding appreciation for work done on streets, the increase in the number of semi-trucks on Bell Street, and areas on Austin Street that need to be addressed.

5. Items to be Withdrawn From Consent Agenda

Item 6D was withdrawn from the Consent Agenda.

6. Consent Agenda

The items on the Consent Agenda require little or no deliberation by the Council. 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 Councilmember may remove items from the Consent Agenda by making such request prior to a motion and vote on the Consent Agenda.

Councilmember Fenton made a motion to approve the Consent Agenda. Councilmember Morris seconded the motion, which passed by a vote of 6:0.

A. Consider approval of the minutes from the March 7, 2024 Special-Called Council meeting. (City Secretary)

B. Consider approval of an order calling for the cancelation of the 2024 City General Election for Districts 1, 2, 3, and 4. (City Secretary)

C. Consider approval of a resolution announcing the appointment of Election Officers for the 2024 General Election. (City Secretary)

7. Consideration of Items Withdrawn From the Consent Agenda

D. Acceptance of 2023 Street Improvement Program - Reconstruction including additional payments over $50,000 and release of final payment and retainage to the contractor. (Public Works)

Item D was withdrawn.

Eric Powell, Public Works Director, provided information regarding the release of final payment and acceptance of completion of the 2023 Street Improvement Program.

Councilmembers asked questions and discussed.

Councilmember Godfrey made a motion to approve Item D, acceptance of the 2023 Street Improvement Program. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

8. Ordinance

A. Consider approval of an ordinance vacating two un-named ROWS off of Palato Drive. (Public Works)

Eric Powell provided information regarding this ordinance. No easement or maintenance agreement is needed.

Mayor Ware opened the public hearing.

No one came forward to speak.

Mayor Ware closed the public hearing.

Councilmember Fenton made a motion to approve an ordinance vacating two un-named ROWS off of Palato Drive. Councilmember Truelove seconded the motion, which passed by a vote of 6:0.

9. Resolution

A. Consider approval of a resolution for an application for participation in the Local Government Investment Cooperative (LOGIC) Trust. (Finance)

Kristina Hamilton, Assistant Finance Director, introduced Lance Florez, Hilltop Securities, who presented information regarding the objectives and goals for both the Texas Short Term Asset Reserve Program (TexStar) and the Local Government Investment Cooperative (Logic) Trust.

Councilmembers asked questions and discussed.

Councilmember Godfrey made a motion to approve a resolution for an application for participation in the Local Government Investment Cooperative (LOGIC) Trust. Councilmember Morris seconded the motion, which passed by a vote of 6:0.

B. Consider approval of a resolution for an application for participation in the Texas Short Term Asset Reserve Program (TexSTAR). (Finance)

Councilmember Godfrey made a motion to approve a resolution for an application for participation in the Texas Short Term Asset Reserve Program (TexSTAR). Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

C. Consider approval of a resolution for the submittal of an abridged application for Flood Infrastructure Funding (FIF) through Texas Water Development Board for the Drainage Master Plan. (Public Works)

Eric Powell asked for the authorization of the City Staff to submit an abridged application for Flood Infrastructure Funding (FIF) through the Texas Water Development Board for the Drainage Master Plan before the deadline of April 15th. Eric Powell stated the intent would be to apply for the full $1.5 million for the Drainage Master Plan.

Councilmembers asked questions and discussed.

Councilmember Fenton made a motion to approve a resolution for the submittal of an abridged application for Flood Infrastructure Funding (FIF) through the Texas Water Development Board for the Drainage Master Plan. Councilmember Truelove seconded the motion, which passed by a vote of 6:0.

10. City Manager Reports and Requests for City Council Consideration

A. Drainage Master Plan Update. (Public Works)

Eric Powell provided information regarding the process of selecting a company for a city-wide Drainage Master Plan. Four submittals were received, which the Review Committee scored, and Nichols out of Houston scored the highest. Nichols came to Marshall and designed the city-wide Drainage Master Plan elements and categories.

Councilmembers asked questions and discussed.

B. General Engineering\Architectural Services RFQ. (Public Works)

Eric Powell provided information regarding the process for going out for General Engineering\Architectural Services. Seven firms submitted applications. The Review Committee met and scored the applicants. The two firms with the highest scores were KSA out of Longview, Halff out of Tyler. Eric Powell stated Michael Medford with Halff and Brittany Smith with KSA are the contacts for the upcoming City projects.

11. Adjournment

Councilmember Godfrey made a motion for adjournment. Councilmember Truelove seconded the motion, which passed by a vote of 6:0.

APPROVED:

____
Mayor of the City Council
of the City of Marshall, Texas

ATTEST:

____
City Secretary

TO:	City Council
DATE:	April 11, 2024
ITEM #:	6.B
SUBJECT:	Consider approval of an agreement with Dr. Jeffrey McWilliams for Physician Director Services for the Emergency Medical Services System. (Fire Department)

Recommendation for Action: Approval of agreement with Dr. Jeffrey McWilliams.

Executive Summary:
April 3, 2024

City Manager
City Council
Marshall, Texas 75670

Dear Council:

This letter is pertaining to our current agreement for Physicians Director Services for the Marshall Fire Department Emergency Medical Service.

The operation of The Marshall Fire Department's quality Emergency Medical Service must be under the direction of a physician that allows us to provide the quality care received by our citizens. Due to the practicality and efficiency of a contractual agreement versus hiring a physician for this purpose, it has been our past practice of alternatively entering into an agreement with a physician for his/her services as Medical Director of the Fire Department's Emergency Medical Service. Dr. McWilliams is our current Director and has done an outstanding job in directing, coaching and training our Firefighter/Medics.

It is our intentions to enter into a renewed contract with Dr. Jeffrey McWilliams M.D. Dr. McWilliams has already proven a valuable asset to our department with his educational style, accessibility, and willingness to take our department forward in quality and serviceability.

Except for the changes in the dates, the contract is the same in all respects as the contracts of our past Medical Director contracts. The amount of the contract is $18,000 which is provided for in our annual budget.

Chief Reginald Cooper, EFO, CPM

Marshall Fire Department

Budget Cost: $18,000

Staff Contact: Reggie Cooper, Fire Chief

Attachments: 1. PHYSICIAN DIRECTOR CONTRACT rev 4.3.24

PHYSICIAN DIRECTOR CONTRACT
EMERGENCY MEDICAL SERVICES SYSTEM

The State of Texas
County of Harrison

This agreement is made and entered into by and between the CITY OF MARSHALL, TEXAS, as GRANTEE and DR. JEFFREY MCWILLIAMS, hereinafter referred to as CONTRACTOR, beginning May 1, 2024 and ending on April 30, 2025.

WITNESSETH

WHEREAS, CONTRACTOR has services and professional medical expertise which are needed by GRANTEE and desires to furnish and provide said service to GRANTEE; and

WHEREAS, DR. JEFFREY MCWILLIAMS, an Independent Contractor, serves as emergency department physician and has extensive experience in the practice of emergency medicine; and

WHEREAS, GRANTEE, desires to purchase said professional medical expertise of CONTRACTOR for the purpose of directing the Emergency Medical Services of the City of Marshall, Texas.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the GRANTEE and CONTRACTOR do hereby agree as follows:

Scope of Services: The said CONTRACTOR does hereby promise and agree that he shall and will for the consideration hereinafter mentioned, furnish all services as hereinafter stated;

SECTION I

For and in consideration of the payments and commitments to be made and performed by the GRANTEE, the CONTRACTOR agrees and promises to perform and provide the following:

1. Function as advisor and director concerning medical matters to the Fire Chief and EMS Coordinator.

2. Aid with the development and implementation of medical control.

3. Provide written guidelines or consult in the development of such concerning:

   a. Patient Transfer Protocols

   b. Patient Transfer Agreements

4. Coordinate and direct physicians and nurses in the development and documentation of:

    a. Pre-hospital care and evaluation of Critical Care Plans, including but not limited to:

        i. Spinal cord injuries
        ii. Pre-natal problems
        iii. Behavioral disturbances
        iv. Burns
        v. Cardiac Care
        vi. Poisoning and drug abuse
        vii. Multiple trauma

5. Develop and establish standing orders for EMT-Basic, EMT-Intermediate, and EMT-Paramedic to be used in the field in emergency situations.

6. Conduct on-going training programs for all EMT certification levels, evaluation and certifying their skills, providing post-response evaluations and providing continuing education, to consist of a minimum of six hours per month. Scheduling of continuing education classes to be determined by the Marshall Fire Department EMS Coordinator and CONTRACTOR.

SECTION II

For and in consideration of the service furnished by the CONTRACTOR and described in SECTION I of this agreement, GRANTEE agrees to pay the CONTRACTOR a total of $18,000.00 as follows:

1. $1,500.00 each month in twelve (12) monthly installments beginning thirty (30) days after work begins.

SECTION III

1. **<u>Contractor Responsibility</u>**: The CONTRACTOR will require the EMT-Basic, EMT-Intermediate and EMT-Paramedic to comply with applicable provisions of the Texas Medical Practice Act.

2. **<u>Grantee Responsibility</u>**: GRANTEE, under this Agreement, is not to be considered as engaging in a joint venture or partnership with CONTRACTOR for any purpose whatsoever, it being understood between the parties hereto that GRANTEE is merely a purchaser of services and is in no way authorized to make any contract agreement,

warranty or representation on behalf of CONTRACTOR or to create any obligation expressed or implied on behalf of CONTRACTOR.

3. **Successors and Assigns**: The CONTRACTOR and the GRANTEE each binds itself, himself and his partners, successors, executors, administrators and assigns of each party, with respect to all covenants of this agreement.

4. **Severability**: If any provision of this Agreement shall be construed to be illegal or invalid, it shall not affect the legality or validity of any of the other provisions hereof, and any illegal or invalid provision shall be deemed as if never incorporated herein, but all other provisions shall continue in full force and effect.

5. **Termination of Contract**: The contract term shall be for one year.

   If, through any cause, the CONTRACTOR or GRANTEE shall fail to fulfill in timely and proper manner his obligation under this Agreement, or if the CONTRACTOR shall violate any of the covenants, agreements or stipulations of this Agreement, the CONTRACTOR and GRANTEE shall thereupon have the right to terminate this Agreement immediately by giving the other thirty (30) days written notice, specifying the reason for termination, and the effective date thereof. Either CONTRACTOR or GRANTEE may terminate this Agreement upon sixty (60) days notice without cause by giving the other not less than sixty (60) days written notice. If the contract is terminated, contractor should receive compensation which is prorated to the final date of service.

6. **Summary Termination**: CONTRACTOR shall maintain residences within a 50-mile radius of Marshall, Texas and shall personally provide the service to be rendered herein. In the event CONTRACTOR ceases to maintain their residence, ceases to personally provide services as provided herein, GRANTEE shall have the option to terminate this Agreement immediately with notice as provided in Paragraph 5 herein.

7. **Technicians**: GRANTEE shall provide technicians known as Emergency Care Attendants (ECA), Emergency Medical Technicians (EMT), Emergency Medical Technician-Intermediate (EMT-I), and Emergency Medical Technician-Paramedic (EMT-P). Said technicians shall be employed and paid by GRANTEE.

   CONTRACTOR has the authority to recommend removal of any technician from service, and to require further training or retraining of any technician. To the extent allowed under Texas State Law, CONTRACTOR may recommend and proceed with decertification by the Texas Department of Health in accordance with that agency's established revocation procedures.

8. **Audit or Records**:

   a. The CONTRACTOR agrees that the GRANTEE, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access only to pertinent books, documents, papers, and records of the CONTRACTOR which are directly involved in the operation of EMS so long as the patient's medical confidentiality is respected and will be subject to the Texas Open Records Act.

b. All pertinent records as referenced in **8.a** above shall be retained for a period of three (3) years by GRANTEE.

9. **Compliance with Laws**: GRANTEE shall comply with all applicable local and state laws, ordinances, and codes in implementation of programs provided by this Agreement as set forth in the Texas Medical Practice Act.

10. **Applicable Law**: This Agreement shall be construed according to the laws of the State of Texas. GRANTEE and CONTRACTOR stipulate, acknowledge and agree that the proper venue for any action to enforce or construe any of the provisions of this contract shall be in Harrison County, Texas.

11. **Compliance with Local Laws**: The parties shall comply with all applicable laws, ordinances and codes of state and local governments.

12. **Liability Coverage for Medical Director:** CONTRACTOR, as serving in an official capacity as a public official for the GRANTEE, is covered to the extent provided by the terms of the insurance agreement between TML and the GRANTEE. Coverage is limited to CONTRACTOR's role as Medical Director for the Marshall Fire Department.

13. **Entire Agreement**: The GRANTEE and the CONTRACTOR mutually agree that this Agreement shall be subject to the provisions hereof and represent the entire Agreement between the GRANTEE and CONTRACTOR. This agreement may only be amended or repealed by a duly executed written instrument.

IN WITNESS WHEREOF, the parties have made and executed this Agreement on this day, ______________________________:

GRANTEE:	CONTRACTOR:
CITY OF MARSHALL	JEFFREY MCWILLIAMS
BY: ___________________________ City Manager	BY: ________________________ JEFFREY MCWILLIAMS, M.D.

ATTEST:

By: ___________________________
City Secretary

TO:	City Council
DATE:	April 11, 2024
ITEM #:	6.C
SUBJECT:	Consider approval of an Ordinance amending the Fiscal year 2024 annual budget. (Finance)

Recommendation for Action: It is recommended that the City Council approve this request to allocate a portion of its fund balance towards employee salary increases for the Police and Fire Departments. This strategic investment will contribute to employee retention, morale, and productivity while also enhancing the City's ability to attract top talent. By utilizing fund balance for this purpose, the City can achieve its objectives of fostering a motivated and high-performing city workforce.

Executive Summary: The objective of this budget amendment is to advocate for the allocation of fund balance towards salary increases for Police and Fire Department employees. By utilizing fund balance for this purpose, the City can address key priorities such as employee retention, morale, and competitiveness in the job market. Use of the fund balance will be for the mid-year adjustment, with salary increases being built into the FY25 base budget. Although this adjustment is meant for public safety employees, additional measures will also be taken to increase organizational morale and ensure all city employees receive competitive wages.

Budget Cost:

- FY24 Budget Impact - $ 514,000
    - 10% Salary Increase w/Benefits - Police & Fire Department Personnel - $ 484,000
    - Recruitment of New Fire Chief - $ 30,000

- FY25 Budget Considerations -
    - Ability to increase revenues to absorb expenditures within the base budget
        - Recurring Salary & Fringe Benefits Cost - $ 839,000
        - Increased Leave Liability (Comp-Time, Accrued Vacation, Accrued Sick Leave)
        - Will necessitate increases to be made to departmental overtime budgets

Staff Contact: Kristina Hamilton, Assistant Director of Finance

Attachments:
1. 2024 Budget Amendment - #2
2. Budget Amendment Memo

ORDINANCE NO.___________________

AN ORDINANCE AMENDING ORDINANCE NO. 0-23-18 TO AMEND THE 2024 ANNUAL BUDGET OF THE CITY OF MARSHALL, TEXAS

WHEREAS, on September 28, 2023 the City of Marshall, Texas passed Ordinance No. O-23-18 adopting the 2024 annual budget; and

WHEREAS, the City of Marshall, Texas desires to amend the 2024 annual budget to provide funding for mid-year public safety employee salary increases through utilization of General Fund balance, and for additional recruitment expenditures, which were not included in the original budget;

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

The appropriations for the fiscal year beginning January 1, 2024 and ending December 31, 2024 be amended to provide funds needed for anticipated expenses:

General Fund - $ 530,000

Use of Fund Balance	($514,000)
Recruitment/Search Costs	$30,000
Police & Fire – Salary/Benefits	$484,000

Vote:

PASSED, APPROVED, AND ADOPTED this 11th day of April, 2024.

____
MAYOR OF THE CITY COUNCIL
OF THE CITY OF MARSHALL, TEXAS

ATTEST:

____
CITY SECRETARY

DEPARTMENT OF FINANCE

AGENDA MEMORADUM

To: Members of the City Council

From: Kristina Hamilton, Assistant Director of Finance

cc: Terrell Smith, City Manager
Nikki Smith, City Secretary

Date: 04/05/2024

Re: Ordinance Amending the FY24 Annual Budget Utilizing Fund Balance for Police & Fire Department Personnel Salary Increases

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Objective:

The objective of this budget amendment is to advocate for the allocation of fund balance towards salary increases for Police and Fire Department employees. By utilizing fund balance for this purpose, the City can address key priorities such as employee retention, morale, and competitiveness in the job market. Use of the fund balance will be for the mid-year adjustment, with salary increases being built into the FY25 base budget. Although this adjustment is meant for public safety employees, additional measures will also be taken to increase organizational morale and ensure all city employees receive competitive wages.

Rationale:

Employee Retention and Morale: Competitive salaries are crucial for retaining skilled employees and maintaining high morale within the workforce. Offering salary increases demonstrates the City's commitment to valuing its Police and Fire Department employees and recognizing their contributions.

Attracting Talent: In today's competitive job market, offering competitive salaries is essential for attracting top talent. By utilizing fund balance to increase salaries, the City can position itself as an attractive employer, thereby enhancing its ability to recruit qualified professionals.

Cost Savings: Investing in retaining these key positions through salary increases can result in long-term cost savings. High turnover rates incur recruitment, training, and onboarding expenses. By retaining key employees through competitive salaries, the City can mitigate these costs and maintain stability within the workforce.

Positive Impact on Productivity: Satisfied and adequately compensated employees are more likely to be engaged and productive in their roles. By investing in employee salaries, the City can enhance productivity, efficiency, and overall performance, leading to improved outcomes and organizational success.

Utilizing Fund Balance: Utilizing fund balance for salary increases represents a prudent use of financial resources. Rather than allowing excess funds to remain idle, investing in employees provides tangible benefits that align with the City's goals and values.

Budget Impact:

FY22 Unassigned Fund Balance - $ 9,632,756

- FY22 Fund Balance is 52% or $ 3,311,574 above policy minimum requirement.
- FY23 Fund Balance is estimated to be approximately $ 10,000,000
    - FY23 Fund Balance is subject to change based on completion of the FY23 Audit (Final number should be available in late June to early July)

FY24 Use of Fund Balance - $ 514,000

- 10% Salary Increase w/Benefits – Police & Fire Department - $484,000
- Recruitment of Fire Chief - $30,000

FY25 Considerations –

- Ability to increase revenues to absorb increased expenditures
    - Recurring Salary & Fringe Benefits Cost - $ 839,000
    - Increase to Leave Liability (Comp-Time, Vacation, Sick, Holiday)
    - Will necessitate increase to departmental overtime budget

Recommendation:

Based on the outlined rationale, it is recommended that the City allocate a portion of its fund balance towards employee salary increases for the Police and Fire Departments. This strategic investment will contribute to employee retention, morale, and productivity while also enhancing the City's ability to attract top talent. By utilizing fund balance for this purpose, the City can achieve its objectives of fostering a motivated and high-performing city workforce.

In conclusion, investing in employee salaries is a strategic decision that will yield significant benefits for the City in the long term. By prioritizing employee compensation through the utilization of fund balance, the City can strengthen its position in the market, drive success, and ensure the continued satisfaction and engagement of its workforce.

TO:	City Council
DATE:	April 11, 2024
ITEM #:	6.D
SUBJECT:	Consider approval of the City of Marshall Cash Handling Policy. (Finance)

Recommendation for Action: Staff recommends City Council approve of the City of Marshall Cash Handling Policy.

Executive Summary: The adoption of a comprehensive cash handling policy is essential for ensuring the financial integrity and security of the City. This policy establishes clear guidelines and procedures for the receipt, disbursement, and recording of cash transactions. By implementing this policy, we aim to minimize the risks associated with cash handling, including errors, theft, and fraud. Key components of the policy include segregation of duties, proper documentation, regular reconciliations, and security measures. Compliance with this policy will not only safeguard our financial assets but also enhance accountability and transparency in our operations.

Budget Cost: N/A

Staff Contact: Kristina Hamilton, Assistant DIrector of Finance

Attachments: 1. 2024 Cash Handling Policy

2024 Cash Handling Policy

City of Marshall, Texas

I. Policy Statement
    a. At the City of Marshall, Texas ("City"), we are committed to maintaining the highest standards of accuracy, security, and integrity in all our financial transactions. The purpose of this cash handling policy is to establish clear guidelines and procedures for the handling of cash to safeguard City assets and ensure accountability.

       All employees involved in cash handling must adhere to the procedures outlined in this policy, including accurately recording transactions, securely storing cash, and promptly reporting any discrepancies or concerns to management.

       By implementing this policy, we aim to minimize the risk of theft, fraud, or errors in our cash handling processes, thereby maintaining the trust and confidence of our customers, stakeholders, and employees.

       The City's management is dedicated to providing the necessary training, resources, and support to ensure that all employees understand and comply with this policy.

       This cash handling policy reflects our commitment to responsible financial management and ethical conduct, and all employees are expected to uphold these principles in their daily activities.

II. Purpose
    a. The purpose of this policy is to establish guidelines and procedures for the handling of cash to ensure accuracy, security, and accountability.

III. Scope
    a. This policy applies to all employees and Contractors who handle cash transactions, including but not limited to cashiers, receptionists, and financial officers.

IV. Responsibilities:
    a. Management:
        i. Management is responsible for implementing and enforcing this policy, providing adequate training to employees, and ensuring compliance.
    b. Cash Handlers:
        i. Cash handlers are responsible for following the procedures outlined in this policy, maintaining accurate records, and reporting any discrepancies or concerns to management immediately.

V. Cash Handling Procedures:
    a. All cash transactions must be recorded promptly and accurately using the designated cash handling system or software.
    b. Assigned personnel must count their cash drawer at the beginning and end of each shift, and any discrepancies must be reported to management.
    c. Assigned personnel should not leave their cash drawer unattended or accessible to unauthorized individuals.
    d. All cash received must be deposited in the designated secure location or bank account at the end of each business day.
    e. Only authorized personnel are allowed to access the cash storage area or safe.

f. Any voids, refunds, or adjustments to cash transactions must be documented and approved by a supervisor.
g. Assigned personnel should maintain a neat and organized cash drawer, with bills facing the same direction and sorted by denomination.

VI. Security Measures:
  a. Surveillance cameras may be installed in cash handling areas to monitor activities and deter theft or misconduct.
  b. Access to cash handling areas should be restricted to authorized personnel only.
  c. Cash storage areas and safes should be securely locked when not in use.

VII. Training:
  a. All employees involved in cash handling must receive training on the proper procedures outlined in this policy.
  b. Training should include instructions on how to count cash, handle discrepancies, and maintain security.

VIII. Reporting:
  a. Any suspected instances of theft, fraud, or mishandling of cash must be reported to management immediately.
  b. Employees who observe suspicious behavior or unauthorized access to cash handling areas should report it to their supervisor.

IX. Consequences of Non-Compliance:
  a. Failure to comply with this policy may result in disciplinary action, up to and including termination of employment.
  b. Employees found to be engaged in theft, fraud, or misconduct related to cash handling may be subject to legal action.

X. Review and Revision:
  a. This policy will be reviewed periodically to ensure its effectiveness and relevance.
  b. Any necessary revisions will be made by management in consultation with relevant stakeholders.

Amended and Adopted on this the 11th day of April, 2024.

X ______________________________

Amy Ware
Mayor, City of Marshall

Attest:

X ______________________________

Nikki Smith
City Secretary, City of Marshall

City of MARSHALL TEXAS

TO:	City Council
DATE:	April 11, 2024
ITEM #:	8.A
SUBJECT:	Consider approval of Golf Cart Lease (Parks & Recreation)

Recommendation for Action: Requesting approval of Lease

Executive Summary: The lease agreement includes a buyout of the existing lease for 5/24-10/24 ($3,369.50) and a new fleet of 25 golf cars.

Budget Cost: $19,000

Staff Contact: Marina Garcia-Heredia, Parks & Recreation Director

Attachments: 1. Oaklawn Used Car Proposal-FMV-Stairstepped 3-20

CUSHMAN

Sales Proposal

Oaklawn Golf Course

QTY	MODEL	YEAR	TERMS	Monthly Price	Date Range	TOTAL MONTHLY
25	RXV ELiTE- Used- Las Campanas	2020	42 FMV- 8 mths	$95.00	5/24-12/24	$ 2,375.00
25	RXV ELiTE- Used- Las Campanas	2020	42 FMV- year 2	$83.32	1/25-12/25	$ 2,083.00
25	RXV ELiTE- Used- Las Campanas	2020	42 FMV- year 3	$100.00	1/26-12/26	$ 2,500.00
25	RXV ELiTE- Used- Las Campanas	2020	42 FMV- 10 mths	$110.13	1/27-10/27	$ 2,753.25

INCLUDED ACCESSORIES		
Battery Warranty - 8 Years from Manufactured Date	12/31/2027 for 2020's	

Any change to the accessory list must be obtained in writing at least 45 days prior to production date.

This proposal is a 42 month lease with payments stair stepped to help with budget. Lease maturty date would be October, 2027 assuming lease starts in

If lease commencement is after May, lease schedule would move to match physical delivery date of the cars.

TERM DETAILS: Capital Lease

Payment Schedule: **Straight Pay** Payment Months: **Jan - Dec**

Delivery: **May 2024** First Pay: **30 Days Following Delivery**

SPECIAL CONSIDERATIONS:

While it's our intent to hold pricing, this pricing is subject to change due to factors that are beyon the control of E-Z-GO. Final interest rates will be determined 90 days prior to delivery.

Prices quoted are those in effect at the time the quote is made and are guaranteed subject to acceptance within 45 days. All lease cars and trades must be in running condition and a fleet inspection will be done prior to pick up. All electric cars must have a working charger. All pricing and trade values are contingent upon management approval. Applicable state taxes, local taxes and insurance are not included. Payment Schedule(s) does not include any finance, documentation or initiation fees that may be required with payment.

Oaklawn Golf Course

Accepted By: ____________________ **Date:** __________

Title: ____________________

E-Z-GO, A Division of Textron, Inc.

Accepted By: **Grady Randle** **Date:** **3/20/2024**

Title: **Sr. Territory Sales Manager**

TO:	City Council
DATE:	April 11, 2024
ITEM #:	8.B
SUBJECT:	Consider approval of an expenditure of $74,945 to purchase new furniture and consoles for the Marshall Telecommunications Center. (Police)

Recommendation for Action: Approve expenditure of $74,945.13 for Dispatch consoles and furniture.

Executive Summary: The bid for the replacement furniture and dispatch consoles came in at $74,945.13. The funds for this project were donated by the Texas Eastern 911 District specifically for this purpose. As this amount is higher than $50,000, it requires Council approval before moving forward.

Budget Cost: $74,945.13 from funds donated by Texas Eastern 911 District.

Staff Contact: Cliff Carruth - Chief of Police

Attachments: 1. 03.27.2024 = Watson Furniture Group (94062); PO Req. = Dispatch Furniture (FY2023 carryover donated funds)

City of MARSHALL TEXAS

PO BOX 698 * Texas 75671

marshalltexas.net

FINANCE OFFICE USE ONLY

Approved PO:

Purchase Requisition

Dept. Requisition #	Date
PD	03/26/24

Vendor:	Requesting Department:
Vendor Number	**Name**
94062	City of Marshall
Company Name	**Department**
Watson Furniture Group	POLICE
Address	**Shipping Address**
26246 Twelve Trees Lane NW Poulsbo, WA 98370	2101 East End BLVD N Marshall, Texas 75670
Phone	**Phone**
	903-935-4520
E-mail Address	**E-mail Address**
	MPDAccounts@marshallpd.com

Shipping Terms	Shipping Method	Delivery Date

Account #	Product Description	Quanity	Unit Price	Amount
01-0426-03-22	DISPATCH = Mercury Corner Worksurfaces	3	19,618.91	$ 58,856.73
01-0426-03-22	DISPATCH = Installation/Empty Room Cost	1	13,407.00	$ 13,407.00
01-0426-03-22	DISPATCH = Freight	1	2,681.40	$ 2,681.40
				$ 0.00
				$ 0.00
	Details = refer to attached quote			$ 0.00
	HGAC Contract No. EC07-23			$ 0.00
	Approved by City Council 2023			$ 0.00
	Carryover from FY2023			$ 0.00
	(Donated funds from East TX Eastern 911)			$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00
				$ 0.00

Signatures:

Denise Swaim Digitally signed by Denise Swaim Date: 2024.03.26 08:00:39 -05'00'

Requestor 27Mar24

Finance Director

Department Head

City Manager

Subtotal	$ 74,945.13
Discount	
Sales Tax - Exempt	Exempt
Other Cost	
Shipping Total	
Total Amount	$ 74,945.13

Proposal 1

Marshall PD Dispatch - TX

Specified For: City of Marshall Police Department
Contact Name: Randy Pritchard
Phone Number: 9039347920
Email Address: pritchard.randy@marshalltexas.net

Watson Rep Firm: Access Marketing
Watson Sales Rep: Jeff McClain
Phone Number: 316-512-9022

Project Summary: 3 Mercury Corner Worksurfaces

Contract: HGAC EC07-23

Each Position Includes:
42"W Corner Worksurface – Height-Adjustable with Environmental Control and In-Dash Power
- Environmental Control: Forced Air Heat, Cooling Fans, LED Ambient Lighting and Dimmable LED Task Lighting
- In-Dash Power: 2 Power Outlets
Dual Tier Monitor Array – Height-Adjustable with Individually Adjustable Monitor Arms: 4 over 4
Cable Bridge Storage
Screens – 48"H Fabric with Uplit Clear Acrylic (uplighting is optional)
Optional Accessories – Ground Buss Bar, Single Cup Holder, Status Light – Red / Yellow with 12"H Pole
Technology Ports Per Position - (3) USB-A Data I (3) USB-C Data I (1) Dual USB-A/C Charging I (1) RJ45/CAT6 I (1) RJ11/Phone I (1) 35mm Audio

Dispatcher 1 and 2 Share a Team Desk – 51"D x 50"W with Grommet and Cable Bridge
Dispatcher 3 has a Team Desk – 51"D x 50"W with Grommet and Open Shelving Storage (shelving is optional)

Optional Lockers – (4) Zone Three Storage Locker – 20"D x 15"W x 62"H

Finish Selection: Unselected (Renders shown in Denali A)

Installation:

Type of Site – Empty room
Pre-Installation Site Prep – None
Location – 1st Floor
Prevailing Wage or Union – No
Electrical Source - Wall
Additional Information – None

Quote Date: 2/29/2024 **Quote Expiration** 5/29/2024 **Quote Revision:** 02 **Watson Account Manager:** Kelsey Hoskins watson consoles

Terms and Conditions

Drawings and Floorplans

It is necessary that accurate room dimensions and features are provided to Watson for space planning and installation. Watson commits to providing product symbols that are correct in size. It is the responsibility of the customer to verify that the room dimensions and features provided to Watson are accurate prior to submitting a purchase order.

All purchase orders must be accompanied by the drawing and quote that has been approved for manufacture. Watson quotes are valid 90 days from the date of issue.

Purchase Orders and Order Acknowledgments

Purchase orders should be submitted via email to:

orders@watsonfg.com

All purchase orders must include the following information:

- Sold-to information including billing address and contact name with email and phone number
- Ship-to information including installation address and contact name with email and phone number
- Purchase order number
- Order total
- Final finish selections
- Approved final drawing and quote for manufacture (proposal and revision number must match across all pages)
- Requested delivery / installation date

Any omission may result in the delay of processing the order. All quotations, acknowledgments, and invoices are subject to corrections for errors or omissions.

All orders and subsequent change orders must be in writing. Watson will issue
an acknowledgment of the order that includes estimated delivery date. The acknowledgment is the final agreement between Watson and the customer.

Order Cancellations and Changes

Acknowledged orders may not be changed or canceled, in whole or in part, without prior written consent of Watson.

Orders for which production has started may not be canceled. Orders that include non-standard products and non-standard finishes may not be canceled. In the event of cancellations prior to the start of production, for standard products, the customer will be liable for cancellation charges of 25% of the order total.

Any approved order change will require the customer to resubmit the approved final drawing and quote reflecting the requested change. An order change may affect the delivery date. Expenses incurred because of order changes will be charged to the customer.

Taxes

All sales, use, excise, and other applicable taxes are the purchaser's responsibility and will be invoiced to the purchaser. If purchaser claims an exemption from such taxes, it shall be the purchaser's responsibility to furnish an appropriate exemption certificate at the time the order is placed.

Payment Terms

Orders are invoiced at time of shipment. Standard payment terms are 50% due at time of order and 50% due before shipment.

When credit is extended for net thirty 30 days, payment is due within 30 days of shipment. Past due accounts will be charged the lesser of 1-1/2% per month or the highest rate permitted by law plus all collection costs, including reasonable attorney's fees and expenses.

Credit card payments are accepted up to $5,000. Payments above that amount can be made by check or ACH.

Freight

Freight will be quoted on a per project basis considering destination location, order size and weight as well as the current freight market. Watson Console freight terms are FOB destination to all 50 US States.

Charges incurred by Watson complying with non-standard shipment requests
such as inside delivery, expediting, redelivery, weekend delivery, unpacking, straight trucks, specific driver requests or temporary holding will be invoiced to
the purchaser. Risk of loss shall pass to purchaser at the time Watson places the product(s) in the possession of a common carrier or at the time of delivery to the purchaser in the case of delivery by Watson vehicles.

Freight Claim

We'll file the freight claim on your behalf. But to do that – we'll need your help.

FREIGHT DAMAGE: It is the customers responsibility to examine products upon receipt, note the damage or shortage on the bill of lading, and to notify Watson within 24 hours of delivery. Failure to provide notice within 24 hours constitutes acceptance of the product.

CONCEALED DAMAGE: Claims must be made by the customer in writing and with photographs within five (5) business days after delivery. Failure by the customer
to make any concealed damage claim within five (5) business days constitutes acceptance of the product and a waiver of any apparent damages.

Storage

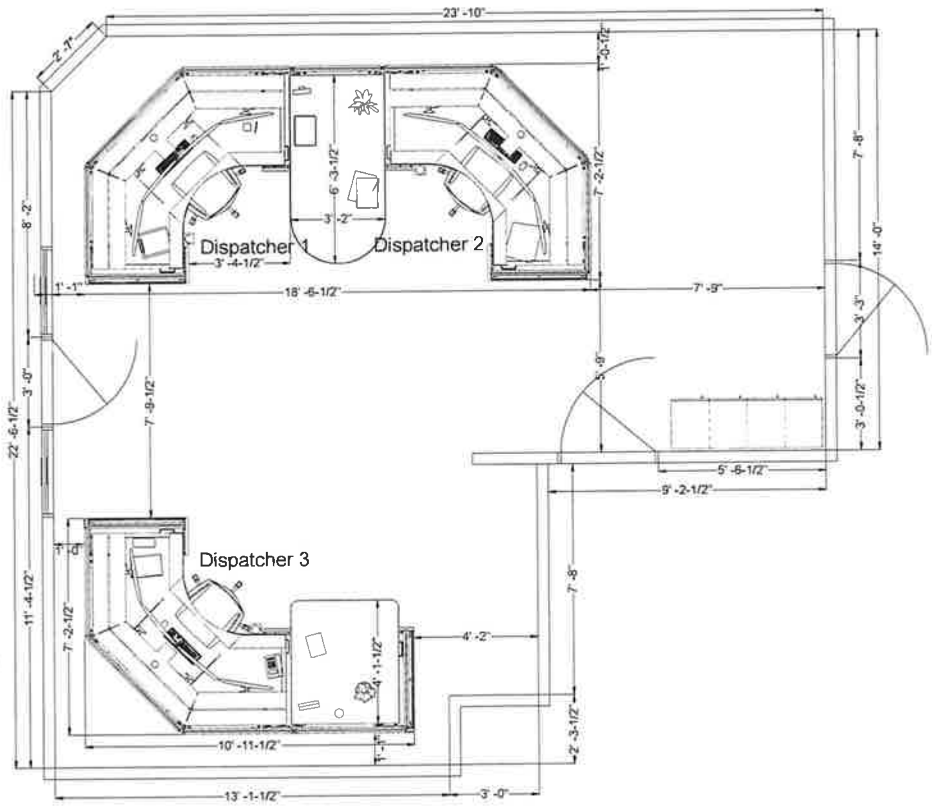
We understand that projects sometimes face unforeseen delays. If the request
to move an order out is received more than 25 business days prior to the acknowledged ship date, we can likely accommodate that request without additional cost. If the request to move an order out is received less than 25 business days prior to the acknowledged ship date, customers may opt to contract storage with Watson for up to 30 days post-ship date. Watson charges a storage fee of $1 per day per
$1,000 of the total order invoice. The minimum storage fee is $250. When storage occurs, we will consider that the product has been delivered to the customer for all purposes, and invoicing will occur. Costs for storage will be subsequently invoiced to the customer.

Force Majeure

Watson shall not be liable for any loss, damage, or delay resulting from forces beyond its reasonable control including fire, flood, strike or other labor difficulty, act of God, or due to any cause beyond its reasonable control. In the event of any such delay, delivery will be postponed by such length of time as may be reasonably necessary to accommodate for the delay.

Governing and Binding Terms

Watson's Terms and Conditions supersede provisions in a customer Agreement only to the extent that these terms are not covered by the customer Agreement.



watson consoles

Project

Marshall PD Dispatch - TX

Proposal 1

Quote Revision: 02

Quote Date: 2/29/2024

Drawn By: KH

Watson Sales Rep

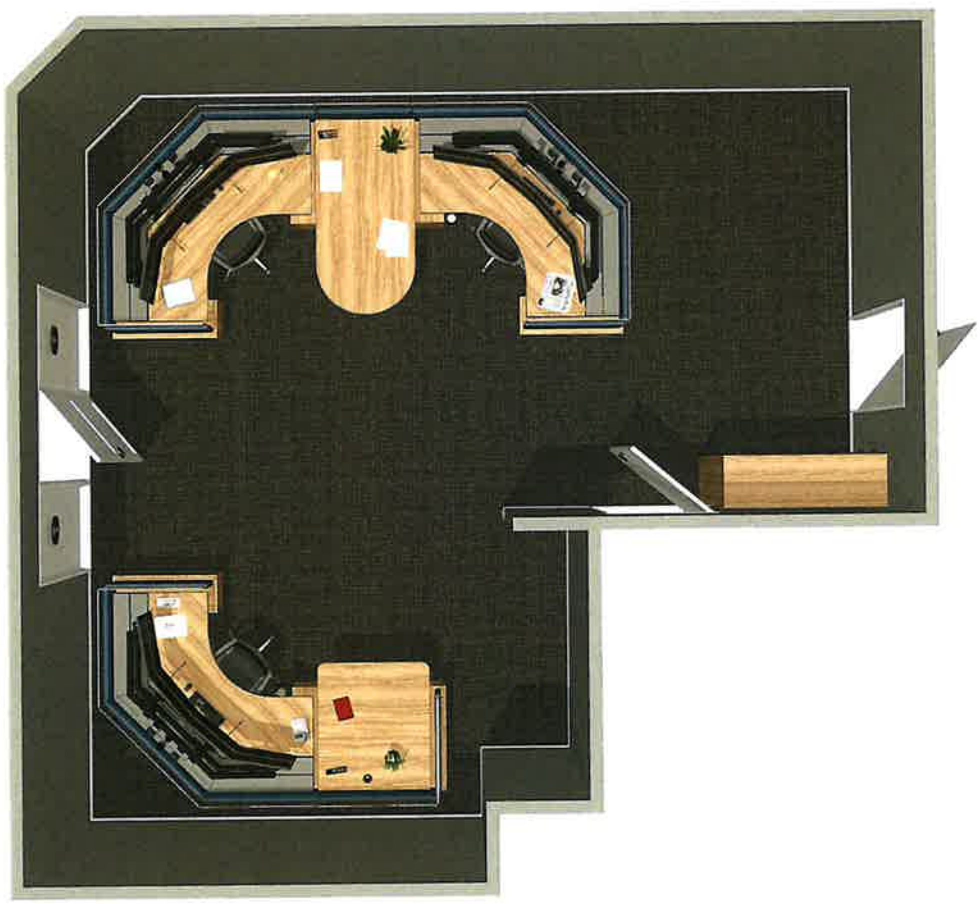
Jeff McClain

Watson Account Manager

Kelsey Hoskins

Full Room 2D

Verify Dimensions



watson consoles

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Jeff McClain

Watson Account Manager

Kelsey Haskins

Full Room 3D

watson consoles

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Marshall PD Dispatch - TX

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Jeff McClam

Watson Account Manager

Kelsey Hoskins

Full Room 3D

watson consoles

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Full Room 3D

watson consoles

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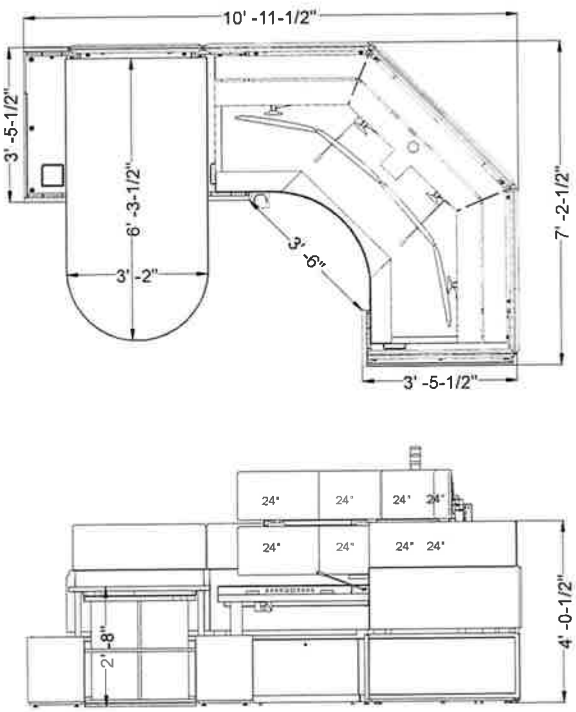
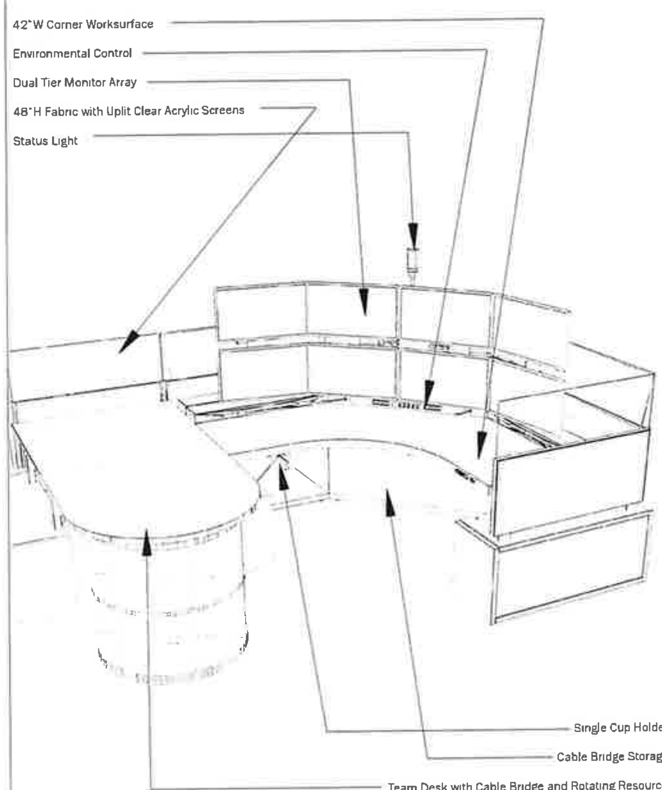
Full Room 3D





watson consoles

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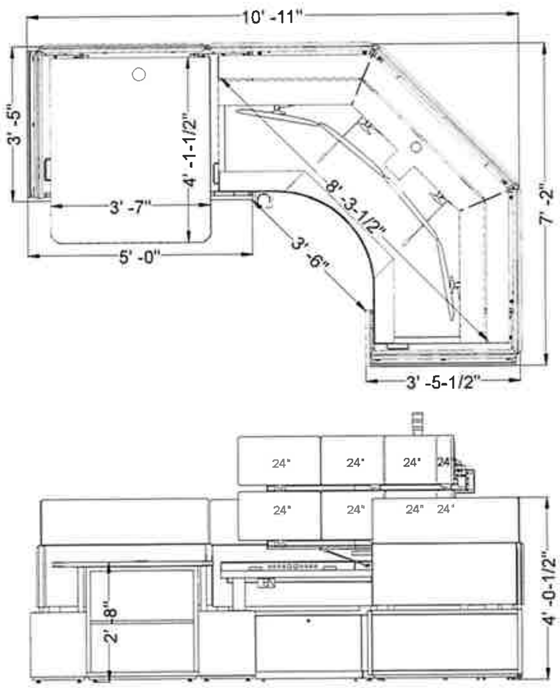
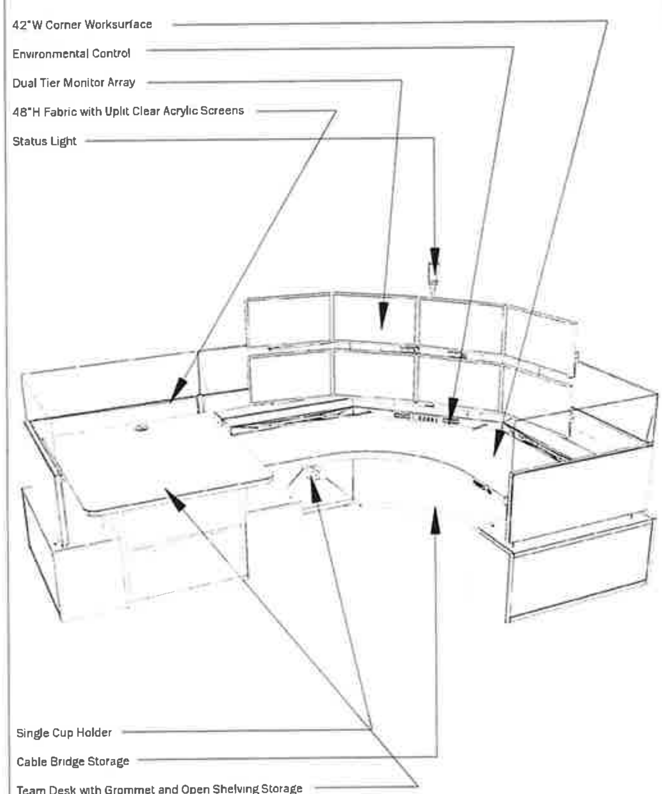
Typical 2D & 3D





watson consoles

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Marshall PD Dispatch - TX

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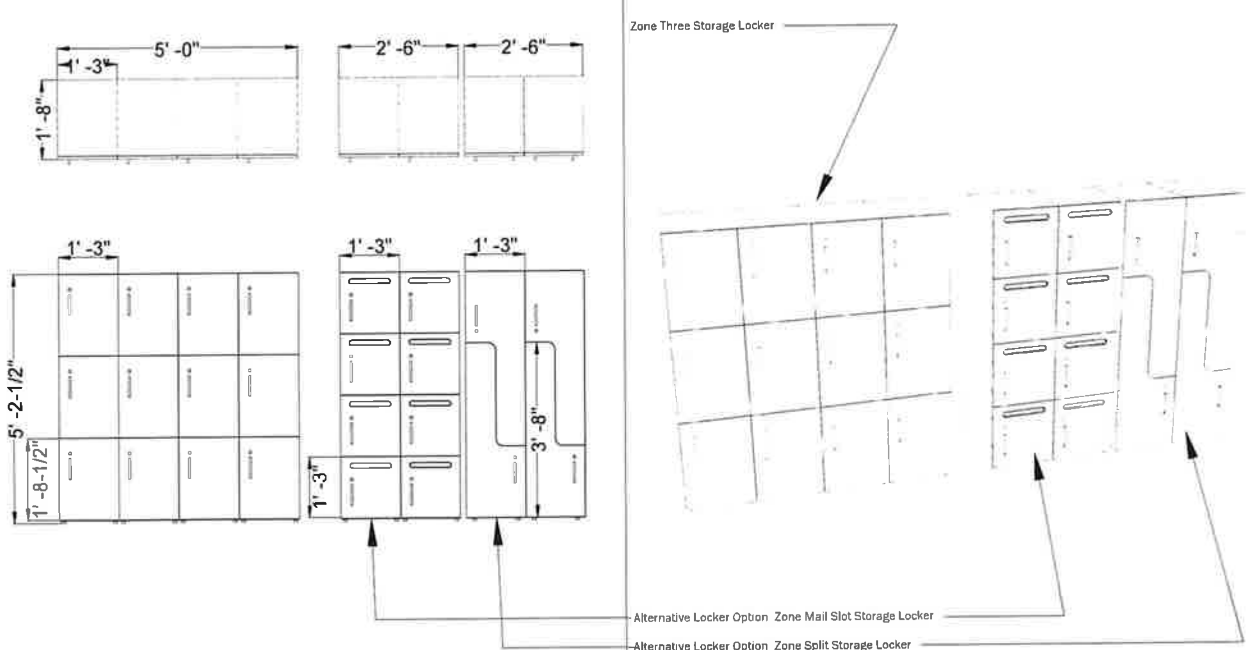
Typical 2D & 3D



watson consoles

Project

Marshall PD Dispatch - TX

Proposal 1

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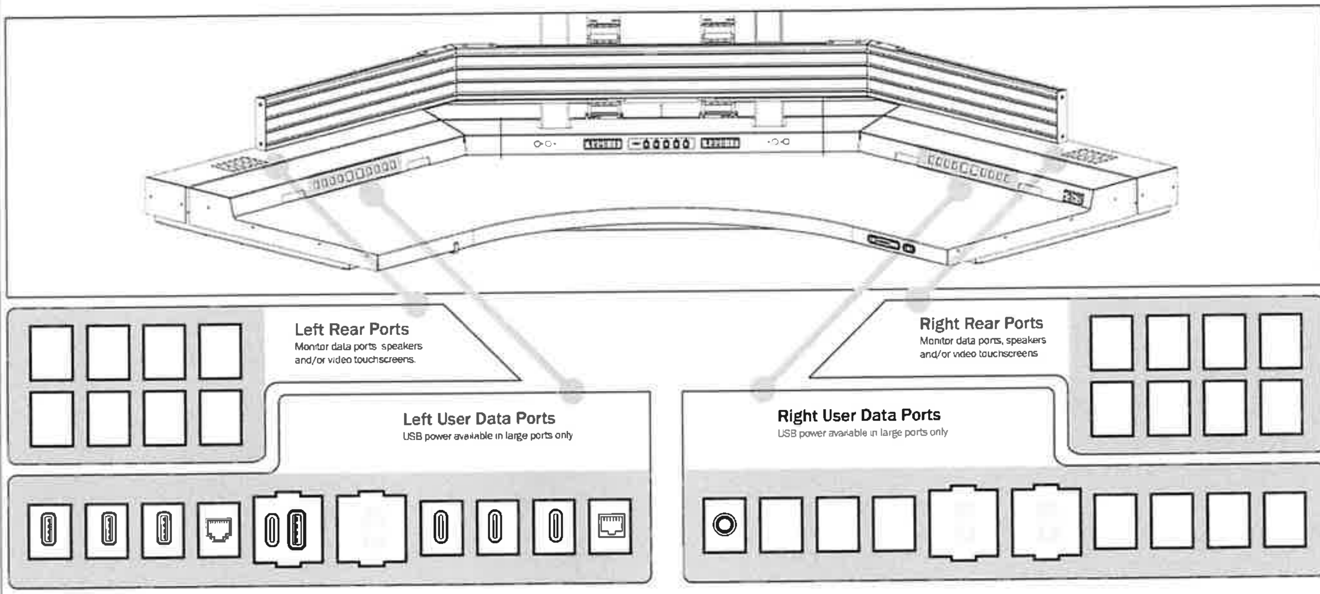
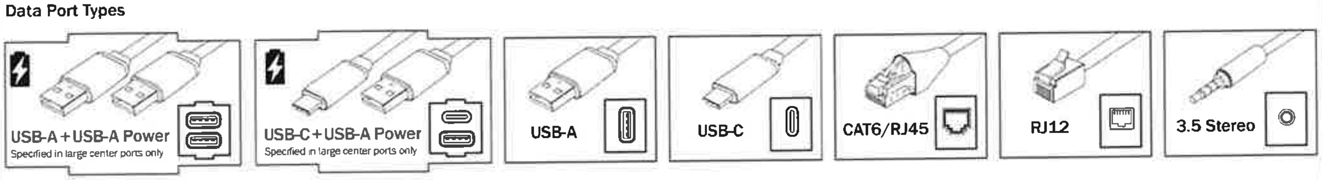
Typical 2D & 3D

Mercury Corner All Positions



Data Port Types



watson consoles

Project

Marshall PD Dispatch - TX

Proposal 1

Quote Revision: 02
Quote Date: 2/29/2024
Drawn By: KH

Watson Sales Rep

Jeff McClain

Watson Account Manager

Kelsey Hoskins

Techport Layout

Proposal 1

Project: Marshall PD Dispatch - TX

Sold to
Company name: City of Marshall Police Department
Contact Person: Randy Pritchard
Contact Phone: 9039347920
Contact Fax: 903-930-0842

Distributor
Company name: Access Marketing
Salesperson: Jeff McClain
Salesperson Phone: 316-512-9022
Salesperson Fax:

watson
20246 Twelve Trees Lane NW Poulsbo, WA 98370
360.394.1300 watsonfurniture.com

#	Qty	Part Number	Description	Sell	Ext. Sell
Consoles					
1	2	HD6AC90S42-G	MERCURY CORNER SINGLE CABLE BRIDGE, FOR A 90DEG X 42"W CONSOLE, WITH GROMMET	$1,600.16	$3,200.31
2	1	HD6AC90S42-G	MERCURY CORNER SINGLE CABLE BRIDGE, FOR A 90DEG X 42"W CONSOLE, WITH GROMMET	$1,600.16	$1,600.16
3	1	HD6AH153918L-N	MERCURY CORNER/COMMAND HUB, 15"D X 39"W 18"H, LEFT HAND, NO GROMMET	$952.63	$952.63
4	2	HD6AH153918R-N	MERCURY CORNER/COMMAND HUB, 15"D X 39"W 18"H, RIGHT HAND, NO GROMMET	$952.63	$1,905.26
5	3	HD6AW9042D	MERCURY CORNER WORKSURFACE 90 DEG x 42"W, 24-50"H, DUAL TIER ARRAY	$5,886.99	$17,660.97
6	6	HGAC9042	MERCURY CORNER ARRAY 90 DEG x 42"W	$1,202.86	$7,217.16
7	3	HGAS90S4842FAC	MERCURY CORNER SINGLE SPINE SCREEN, 90 DEG 48"H X 42"W, FABRIC AND 12" CLEAR ACRYLIC	$1,409.19	$4,227.57
8	1	HGBS1518D-L	MERCURY BRIDGE SPACER, 15"D x 18"H DUAL, LEFT HAND	$52.68	$52.68
9	2	HGBS1518D-R	MERCURY BRIDGE SPACER, 15"D x 18"H DUAL, RIGHT HAND	$52.68	$105.36
10	1	HGBS1518S-R	MERCURY BRIDGE SPACER, 15"D x 18"H SINGLE, RIGHT HAND	$52.68	$52.68
11	1	HGSOCBKT36L	MERCURY OUTSIDE CORNER BRACKET, 36"H	$28.54	$28.54
12	2	HGSOCBKT36R	MERCURY OUTSIDE CORNER BRACKET, 36"H	$28.54	$57.07
13	4	HGSR3948FAC	MERCURY RETURN SCREEN, 39"W x 48"H, FABRIC AND 12" CLEAR ACRYLIC	$676.06	$2,704.24
14	1	HGTD2SCR3048FAC	MERCURY TEAM DESK SPINE SCREEN, FABRIC AND CLEAR ACRYLIC , 30"W X 48"H, FOR A TEAM DESK, CENTER	$548.75	$548.75
15	1	HGTD2SCR3048FACE-L	MERCURY TEAM DESK SPINE SCREEN, FABRIC AND CLEAR ACRYLIC , 30"W X 48"H, FOR A TEAM DESK, END, LEFT HAND	$548.75	$548.75
16	1	HGTD2SRF5130	MERCURY TEAM DESK SURFACE, BULLET TOP FOR A TEAM DESK, 51"D x 30"W x 31.5"H, LEFT, CENTER, OR RIGHT	$397.30	$397.30
17	1	HGTDBRDGSC30-C	MERCURY TEAM DESK SINGLE CABLE BRIDGE, FOR A 30W TEAM DESK, CENTER	$351.20	$351.20
18	1	HGTDBRDGSS30-L	MERCURY TEAM DESK SINGLE STORAGE BRIDGE, FOR A 30W TEAM DESK, LEFT HAND	$265.60	$265.60
19	1	HGTDLHUBA	MERCURY TEAM DESK LEFT HUB CORNER/COMMAND, FOR A TEAM DESK	$1,141.40	$1,141.40
20	1	HGTDLHUBE	MERCURY TEAM DESK LEFT HUB END, FOR A TEAM DESK	$658.50	$658.50
21	1	HGTDRHUBA	MERCURY TEAM DESK RIGHT HUB CORNER/COMMAND, FOR A TEAM DESK	$1,141.40	$1,141.40
22	1	HGTDRHUBA	MERCURY TEAM DESK RIGHT HUB CORNER/COMMAND, FOR A TEAM DESK	$1,141.40	$1,141.40
23	3	HHC1518	MERCURY HUB COVER, 15"D x 18"H	$38.19	$114.58
24	1	S23-1651-7730-C	MODIFIED HGTD2SRF - MERCURY TEAM DESK SURFACE, *BULLET TOP AS PER DRAWING* FOR A TEAM DESK, *77"D* x 30"W x 31.5"H, *CENTER*, *WITH ROTATING RESOURCE SUPPORT*	$2,370.60	$2,370.60
25	3	TXXTECHAUDIO25	TECH LINK, 3.5MM STEREO AUDIO JACK, BLACK, 25' CORD	$23.71	$71.12
26	3	TXXTECHDATA15	TECH LINK, CAT6 / RJ45, DATA, BLACK, 15' CORD	$28.54	$85.61
27	3	TXXTECHPH25	TECH LINK, RJ11 / RJ12 PHONE JACK, BLACK, 25' CORD	$19.32	$57.95
28	9	TXXTECHUSB15	TECH LINK, SINGLE USB A, DATA, BLACK, 15' CORD	$28.54	$256.82
29	3	TXXTECHUSBP-ACB	TECH LINK, USB A+C, CHARGER, BLACK	$114.14	$342.42
30	9	TXXUSBC-DATA	TECH LINK, SINGLE USB C, DATA, BLACK, 15' CORD	$52.68	$474.12
31	1	WAKEY-STD	MASTER KEY, STANDARD LOCK (082000)	$21.95	$21.95
32	1	WELCOMEPACKET	WATSON CONSOLES WELCOME PACKET	$0.00	$0.00
				Total Consoles	**$49,754.07**

Proposal 1

Project: Marshall PD Dispatch - TX

Sold to
Company name: City of Marshall Police Department
Contact Person: Randy Pritchard
Contact Phone: 9039347920
Contact Fax: 903-930-0842

Distributor
Company name: Access Marketing
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watson
26246 Twelve Trees Lane NW Poulsbo, WA 98370
360.394.1300 watsonfurniture.com

#	Qty	Part Number	Description	Sell	Ext. Sell
Optional Items					
33	1	HGTD2STRO30	MERCURY TEAM DESK STORAGE BASE OPEN, FOR A 30W TEAM DESK	$395.10	$395.10
34	3	TXX4X6GROUND	MERCURY, GROUND BAR KIT 4" X 6"	$100.97	$302.91
35	3	TXXHGCHS	MERCURY SINGLE CUP HOLDER, 6.7"D X 4.5"W X 2.5"H	$17.56	$52.68
36	3	TXXSTATUS-2LPS	STATUS LIGHT R/Y WITH POWER SUPPLY	$711.18	$2,133.54
37	2	TXXULACRS42W	HG WHITE UPLIT ACRYLIC CORNER, 42W, SINGLE	$658.50	$1,317.00
38	1	TXXULACRS42W	HG WHITE UPLIT ACRYLIC CORNER, 42W, SINGLE	$658.50	$658.50
39	2	TXXULARS39W	HG WHITE UPLIT ACRYLIC RETURN, 39 RET	$136.09	$272.18
40	2	TXXULARS39W	HG WHITE UPLIT ACRYLIC RETURN, 39 RET	$136.09	$272.18
41	1	TXXULATDC30W	HG WHITE UPLIT ACRYLIC TEAM DESK, 30W, CENTER	$120.73	$120.73
42	1	TXXULATDE30W	HG WHITE UPLIT ACRYLIC TEAM DESK, 30W, END	$136.09	$136.09
43	4	WZ3L201562R	ZONE THREE STORAGE LOCKER, 20"D X 15"W X 62"H, RIGHT HAND	$860.44	$3,441.76
				Total Optional Items	**$9,102.67**

Product Subtotal	**$58,856.73**
Watson Installation (Empty Room Cost)	$13,407.00
Freight	$2,681.40
Grand Total	**$74,945.13**

TO:	City Council
DATE:	April 11, 2024
ITEM #:	8.C
SUBJECT:	Harrison Central Appraisal District Update. (Finance)

Recommendation for Action: Presentation from Harrison Central Appraisal District.

Executive Summary: Lee Flowers, Chief Appraiser from Harrison Central Appraisal District, will speak on the topic of delivery expectations for value estimates and tax rate sensitivity scenarios. He will also brief the Council on current challenges and activities at Harrison Central Appraisal District.

Budget Cost: n/a

Staff Contact: Dawn Jones

Attachments: None