

1. 01-28-2021 Agenda (PDF)

Documents:

[1-28-21 AGENDA.PDF](#)

2. 01-28-2021 Agenda Packet (PDF)

Documents:

[0 1-28-21 PACKET.PDF](#)



**CITY OF MARSHALL, TEXAS
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL, 401 SOUTH ALAMO
THURSDAY, JANUARY 28, 2021, 6:00 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**
2. **INVOCATION AND PLEDGES**
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.

4. **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**
5. **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 Council member 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 January 14, 2021 regular meeting.

B. Consider approval of investment report for the fourth quarter of 2020. (Finance Director)

C. Fire Department Activity Report. (Fire Chief)

D. Public Works Activity Report. (Public Works Director)

E. Police Department Activity Report. (Police Chief)

6. **PRESENTATION**

A. Presentation of a certificate of re-recognition to the Police Department by Max Westbrook of the Texas Police Chief's Association. (Police Chief)

7. **PUBLIC HEARING**

A. Public hearing to allow public review and comment on rate changes for the Oak Lawn Municipal Golf Course. (Tourism & Cultural Arts Director)

8. **RESOLUTION**

A. Consider approval of a resolution ordering a General Election for City Council member Districts 1, 2, 3, and 4. (City Secretary)

B. Consider approval of a resolution calling for a Joint Election Agreement with the Marshall Independent School District for the May 1, 2021 General Election. (City Secretary)

C. Consider approval of a resolution authorizing the Marshall Police Department to apply for the 2021 Texas Edward Byrne Memorial Justice Assistance Grant. (Police Chief)

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

A. Consider approval of Small Business Grant Fund Applications. (Community & Economic Development Director)

B. Consider approval of Change Order #1 to the 200 block of N. Washington Avenue Redevelopment Project. (Public Works Director)

C. Discussion of and consideration of rate changes for the Oak Lawn Municipal Golf Course. (Tourism & Cultural Arts Director)

D. Discussion of and consideration of the appointment of a City Secretary. (City Manager)

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 **CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA**

11. **ADJOURNMENT**

Marshall City Commission Meeting

January 28, 2021

Page 3

Posted: January 25, 2021
5:00 p.m.
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 903-935-4446.



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CONSIDERATION**

A. Consider approval of Small Business Grant Fund Applications. (Community & Economic Development Director)

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B. Consider approval of Change Order #1 to the 200 block of N. Washington Avenue Redevelopment Project. (Public Works Director)

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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

**CONSIDER APPROVAL OF THE
MINUTES FROM THE JANUARY 14,
2021 REGULAR MEETING**

MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF MARSHALL
THURSDAY, JANUARY 14, 2021
6:00 PM

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

PRESENT:

MAYOR: Terri Brown, District 3

COUNCIL MEMBERS:

Marvin Bonner, District 1	Leo Morris, District 2
Amy Ware, District 4	Vernia Calhoun, District 5
Amanda Abraham, District 6	Micah Fenton, District 7

ADMINISTRATIVE STAFF PRESENT:

Mark Rohr, City Manager	Cliff Carruth, Police Chief
Scott Rectenwald, Acting City Attorney	
Randy Pritchard, Support Services Superintendent	
Glenna Williams, Acting City Secretary/Finance Director	
Eric Powell, Public Works Director	
Mallori James, Tourism & Cultural Arts Director	
Stormy Nickerson, Management Analysis/Communications Coordinator	
Fabio Angell, Community & Economic Development Director	
Nikki Smith, Deputy City Secretary/Payroll Accountant	

INVOCATION & PLEDGE:

1. CITIZEN COMMENTS

There were no citizen comments.

2. ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA

Item D was withdrawn from the Consent Agenda.

3. CONSENT AGENDA

Councilmember Bonner made a motion to approve the Consent Agenda. Mayor Brown seconded the motion, which passed with a vote of 7:0.

- A. Consider approval of the minutes from the December 10, 2020 Regular meeting.
- B. Street Sweeping Activity Report.
- C. Monthly Financial Report.
- E. Consider approval of an Interlocal Agreement with Harrison County for Animal Shelter Services.
- F. Consider approval of a contract with the Harrison County Elections Administrator for the May 1, 2021 Elections.

CITY MANAGER REPORTS AND REQUESTS FOR CITY COUNCIL CONSIDERATION

4. **DISCUSSION OF AND CONSIDERATION OF THE 2021 CITY COUNCIL MEETING SCHEDULE.**

Mayor Terri Brown presented the 2021 City Commission meeting schedule. She stated the meeting in November falls on a City Holiday and asked the Council about changing the date to Wednesday, November 10th or Friday, November 12th.

The council engaged in discussion and decided to change the date of the meeting from November 11, 2021 to November 10, 2021.

Councilmember Fenton made a motion to approve the 2021 City Council meeting schedule. Councilmember Morris seconded the motion, which passed with a vote of 7:0.

5. **DISCUSSION OF AND CONSIDERATION OF CHANGES TO THE MARSHALL FIRE FIGHTERS RELIEF AND RETIREMENT FUND.**

Glenna Williams, Finance Director, stated the Marshall Fire Fighter's Relief and Retirement Fund Board requested the Council to authorize an increase in the City's contribution rate from 19.8% to 20.08%. Glenna Williams stated money has been set aside in the 2021 budget to fund this change.

Councilmember Bonner made a motion to approve the change to the Marshall Fire Fighters Relief and Retirement Fund. Mayor Brown seconded the motion, which passed with a vote of 7:0.

6. **CONSIDER APPROVAL TO AWARD A CONTRACT FOR THE TRAVIS STREET WATER MAIN IMPROVEMENT PROJECT.**

Eric Powell, Public Works Director, presented information regarding the Travis Street Water Main Improvement Project. He stated five bids were received and asked for approval to award the contract to D and D Pipeline Consultant, LLC, of Longview, Texas, at a cost of \$589,541.16. Eric Powell said the money is appropriated for in the budget.

Councilmember Ware made a motion to approve awarding a contract for the Travis Street Water Main Improvement Project to D and D Pipeline, LLC, of Longview, Texas. Councilmember Calhoun seconded the motion, which passed with a vote of 7:0.

7. **CONSIDER APPROVAL OF SMALL BUSINESS GRANT FUND APPLICATIONS.**

Mallori James, Tourism & Cultural Arts Director, asked for approval of the completed applications received between December 3, 2020 and January 4, 2021.

Councilmember Bonner made a motion to approve the application for Choices Barber & Beauty Shop for \$2,500. Councilmember Ware seconded the motion, which passed with a vote of 7:0.

Mayor Brown made a motion to approve the application for Porky's Smokehouse & Grill for \$2,500. Councilmember Fenton seconded the motion, which passed with a vote of 7:0.

Councilmember Morris made a motion to approve the application for Soul Palace for \$2,500. Councilmember Abraham seconded the motion, which passed with a vote of 7:0.

Councilmember Bonner made a motion to approve the application for What about Burgers Grill (Mobile Vendor) for \$2,500. Councilmember Fenton seconded the motion, which passed with a vote of 7:0.

Councilmember Fenton made a motion to approve the application for Patterson Floors & Customs for \$2,500. Councilmember Morris seconded the motion, which passed with a vote of 7:0.

Mayor Brown made a motion to approve the application for Pic N Pay Deli for \$2,500. Councilmember Abraham seconded the motion, which passed with a vote of 7:0.

Councilmember Bonner made a motion to approve the application for Shields Insurance Agency for \$2,500. Mayor Brown seconded the motion, which passed with a vote of 7:0.

Councilmember Fenton made a motion to approve the application for East Texas Driving School Store for \$2,500. Councilmember Abraham seconded the motion, which passed with a vote of 7:0.

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

D. Municipal Court Activity Report.

Council members asked questions of Glenna Williams regarding this item.

Councilmember Abraham made a motion to approve Item D of the Consent Agenda. Councilmember Fenton seconded the motion, which passed with a vote of 7:0.

9. **EXECUTIVE SESSION**

A. Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Discuss or deliberate the appointment, employment, evaluation, reassignment, or duties of a public officer or employee: City Secretary.

B. Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071 – Consultation with Attorney to discuss matters related to pending or contemplated litigation.

The Council convened into Executive Session. The time was 6:23 p.m.

The Council reconvened from Executive Session, the time was 7:42 p.m.

10. **ADJOURNMENT**

Councilmember Calhoun made a motion for adjournment. Councilmember Abraham seconded the motion, which passed with a vote of 7:0.

APPROVED:

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

City Commission Meeting
January 14, 2021
Page 4

ATTEST:

Deputy City Secretary

ITEM 5B

CONSENT AGENDA

**CONSIDER APPROVAL OF INVESTMENT
REPORT FOR THE FOURTH QUARTER
OF 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	\$7,935,479.97	\$7,935,479.97	\$7,935,479.97
Special Revenue	\$773,077.92	\$773,077.92	\$773,077.92
Debt Service	\$408,650.65	\$408,650.65	\$408,650.65
Capital Projects	\$2,040,316.53	\$2,040,316.53	\$2,040,316.53
Trust	\$1,191,312.89	\$1,191,312.89	\$1,191,312.89
Total Portfolio	\$12,348,837.96	\$12,348,837.96	\$12,348,837.96

Portfolio by Type of Investment:

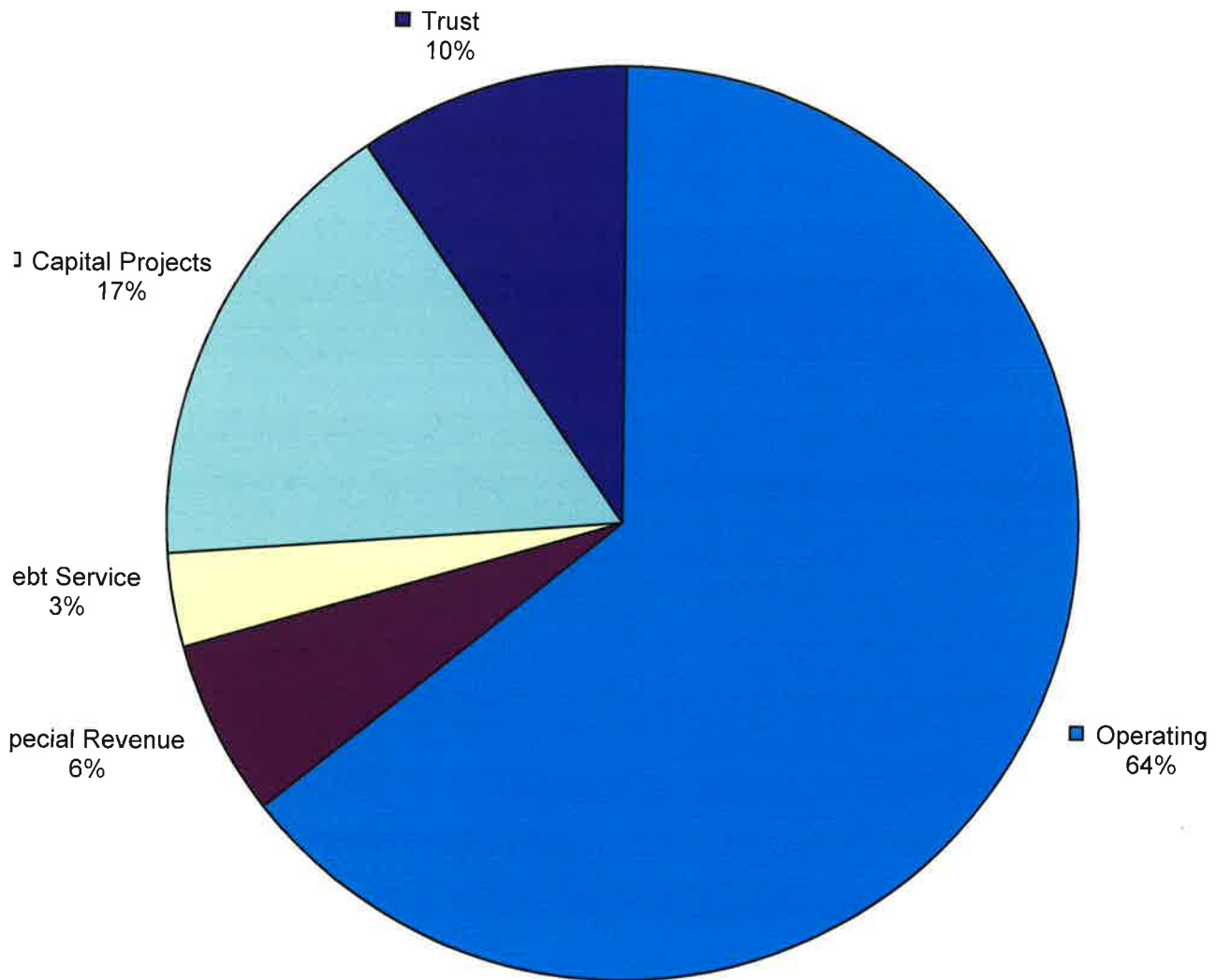
<u>Type of Investment</u>	<u>Par/Face Value</u>	<u>Book Value (Cost)</u>	<u>Market Value</u>
U.S. Treasury Securities	\$0.00	\$0.00	\$0.00
U.S. Agency Securities	\$0.00	\$0.00	\$0.00
Certificates of Deposit	\$5,121,462.46	\$5,121,462.46	\$5,121,462.46
TexPool	\$7,227,375.50	\$7,227,375.50	\$7,227,375.50
Total Portfolio	\$12,348,837.96	\$12,348,837.96	\$12,348,837.96

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.

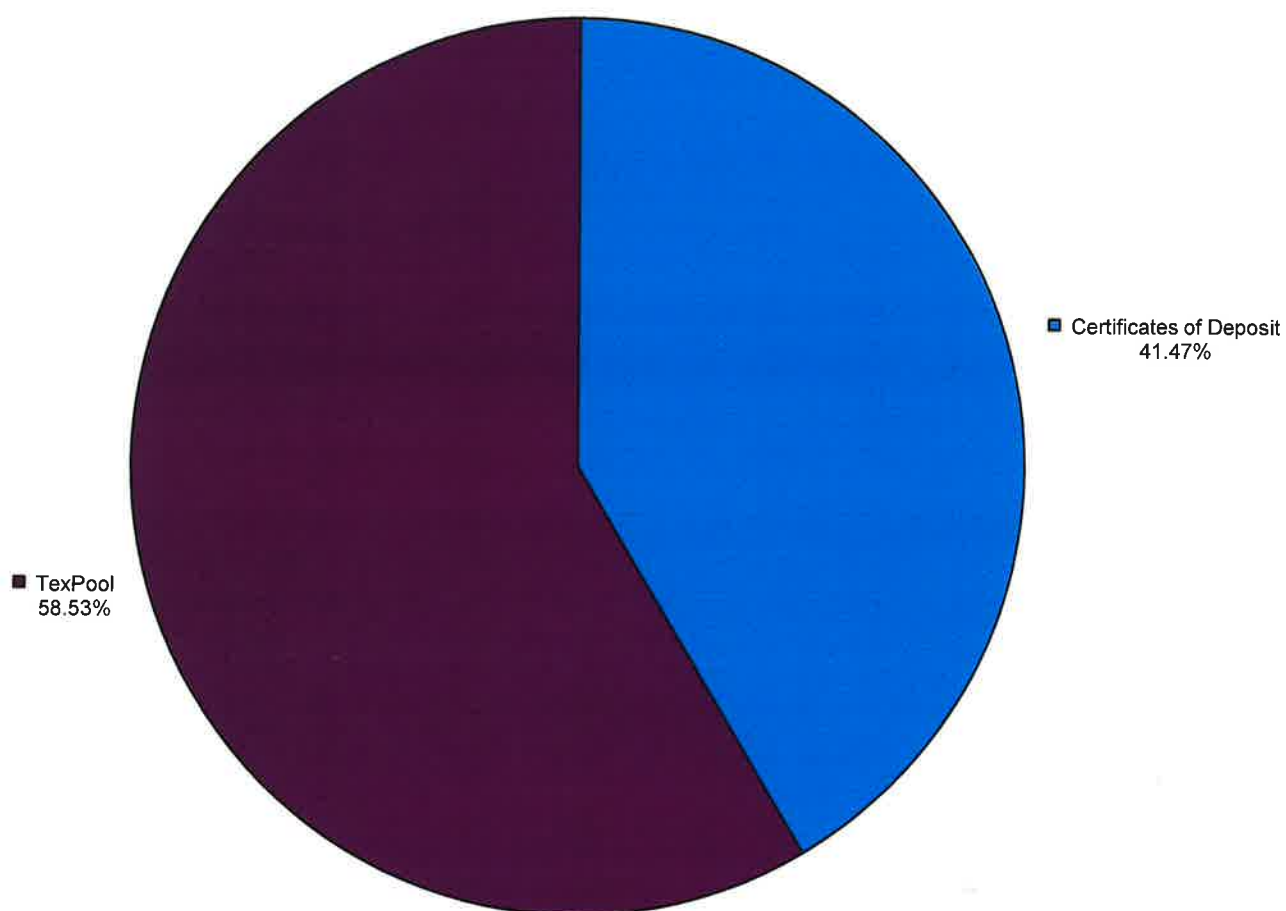

Glenna Williams, CPA
Finance Director

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

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



City of Marshall, Texas
Investment Portfolio
December 31, 2020

<u>U.S. Treasury Bills:</u>		Investment Category	Date Acquired	Face Amount	Cost	Market Value	% Yield	Maturity Date	Yield @ Maturity	Original Term	Days to Maturity 12/31/2020	Accrued Interest to Date
Total U.S. Treasury Bills			0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
<u>U. S. Agency Discount Notes:</u>		Investment Category	Date Acquired	Face Amount	Cost	Market Value	% Yield	Maturity Date	Yield @ Maturity	Original Term	Days to Maturity	Accrued Interest to Date
Total U.S. Agency Discount Notes			0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
<u>U. S. Agency Securities:</u>		Investment Category	Date Acquired	Face Amount	Cost	Market Value	% Yield	Maturity Date	Coupon Payments	Original Term	Days to Maturity	Accrued Interest to Date
Total U.S. Agency Securities			0.00%	\$0.00	\$0.00	\$0.00	0.0000%		\$0.00			\$0.00
<u>Certificates of Deposit:</u>		Investment Category	Date Acquired	Face Amount	Amount	Market Value	Interest Rate	Maturity Date	Yield @ Maturity	Original Term	Days to Maturity	Accrued Interest to Date
Texas Bank and Trust 96688	Trust		11/25/2020	\$528,096.08	\$528,096.08	\$528,096.08	0.3900%	2/25/2021	\$519.13	92	56	\$203.14
Texas Bank and Trust 96545	Trust		10/6/2020	\$33,018.02	\$33,018.02	\$33,018.02	0.4000%	1/8/2021	\$33.29	92	8	\$30.39
Texas Bank and Trust 96296	Trust		10/30/2020	\$170,128.79	\$170,128.79	\$170,128.79	0.3900%	1/30/2021	\$167.24	92	30	\$112.70
Texas Bank and Trust 96422	Capital Projects		11/30/2020	\$142,428.46	\$142,428.46	\$142,428.46	0.3800%	2/28/2021	\$133.45	90	59	\$45.97
Texas Bank and Trust 96715	Special Revenue		12/4/2020	\$78,782.19	\$78,782.19	\$78,782.19	0.3800%	3/4/2021	\$73.82	90	63	\$22.15
Texas Bank and Trust 96413	Operating		11/25/2020	\$516,078.47	\$516,078.47	\$516,078.47	0.3900%	2/23/2021	\$496.28	90	54	\$198.51
Texas Bank and Trust 96260	Operating		10/21/2020	\$565,275.63	\$565,275.63	\$565,275.63	0.4000%	1/21/2021	\$569.92	92	21	\$439.83
Texas Bank and Trust 96331	Operating		11/10/2020	\$529,916.64	\$529,916.64	\$529,916.64	0.4000%	2/10/2021	\$534.27	92	41	\$296.17
Texas Bank and Trust 96202	Operating		10/7/2020	\$505,833.64	\$505,833.64	\$505,833.64	0.4000%	1/7/2021	\$509.99	92	7	\$471.19
Texas Bank and Trust 96255	Operating		10/21/2020	\$505,819.79	\$505,819.79	\$505,819.79	0.4000%	1/21/2021	\$509.98	92	21	\$393.57
Texas Bank and Trust 96330	Operating		11/10/2020	\$1,040,314.79	\$1,040,314.79	\$1,040,314.79	0.4000%	2/10/2021	\$1,048.87	92	41	\$581.44
Texas Bank and Trust 96333	Operating		11/10/2020	\$505,769.96	\$505,769.96	\$505,769.96	0.4000%	2/10/2021	\$509.93	92	41	\$282.68
Total Certificates of Deposit				\$5,121,462.46	\$5,121,462.46	\$5,121,462.46	0.3575%		\$5,106.16			\$3,077.73

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

TexPool	Investment Category	Series Numbers	Par/Face Value	Book Value (Cost)	Market Value	Current Yield			
	Operating	4630	\$3,766,471.05	\$3,766,471.05	\$3,766,471.05				
	Special Revenue	1333	\$694,295.73	\$694,295.73	\$694,295.73				
	Debt Service/Bond Reserve	1023	\$408,650.65	\$408,650.65	\$408,650.65				
	Capital Improvement/Bond Funds	7958	\$1,897,888.07	\$1,897,888.07	\$1,897,888.07				
	Trust Funds	3039	\$460,070.00	\$460,070.00	\$460,070.00				
Total TexPool		58.53%	\$7,227,375.50	\$7,227,375.50	\$7,227,375.50	0.1625%			
Total Investments		100.00%	\$12,348,837.96	\$12,348,837.96	\$12,348,837.96				
Weighted Average Maturity	(In Days)	15.75	Portfolio Overall Current Yield			0.2434%			

Interest Earnings by Investment Category (Pooled Fund Group):

Investment Category	Accrued Interest Receivable 9/30/2020	Interest Earned 10/01/20 - 12/31/20 D + E - B	Interest Received 10/01/20 - 12/31/20	Accrued Interest Receivable 12/31/2020	Interest Earned Year-to-Date 12/31/2020
Operating	2,780.44	5,095.85	5,212.90	2,663.39	110,824.47
Special Revenue	173.15	298.43	449.43	22.15	3,445.78
Debt Service	0.00	64.51	64.51	0.00	3,793.08
Capital Projects	48.34	735.12	737.49	45.97	5,699.28
Trust	1,503.31	1,102.11	2,259.18	346.24	13,833.81
Total Portfolio	4,505.24	7,296.00	8,723.51	3,077.73	137,596.42

Interest Earnings by Type of Investment:

Type of Investment	Accrued Interest Receivable 9/30/2020	Interest Earned 10/01/20 - 12/31/20	Interest Received 10/01/20 - 12/31/20	Accrued Interest Receivable 12/31/2020	Interest Earned Year-to-Date 12/31/2020
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	\$4,505.24	5,455.27	\$6,882.78	\$3,077.73	115,630.53
Public Funds Investment Pool	\$0.00	1,840.73	\$1,840.73	\$0.00	21,965.89
Total Portfolio	\$4,505.24	\$7,296.00	\$8,723.51	\$3,077.73	\$137,596.42

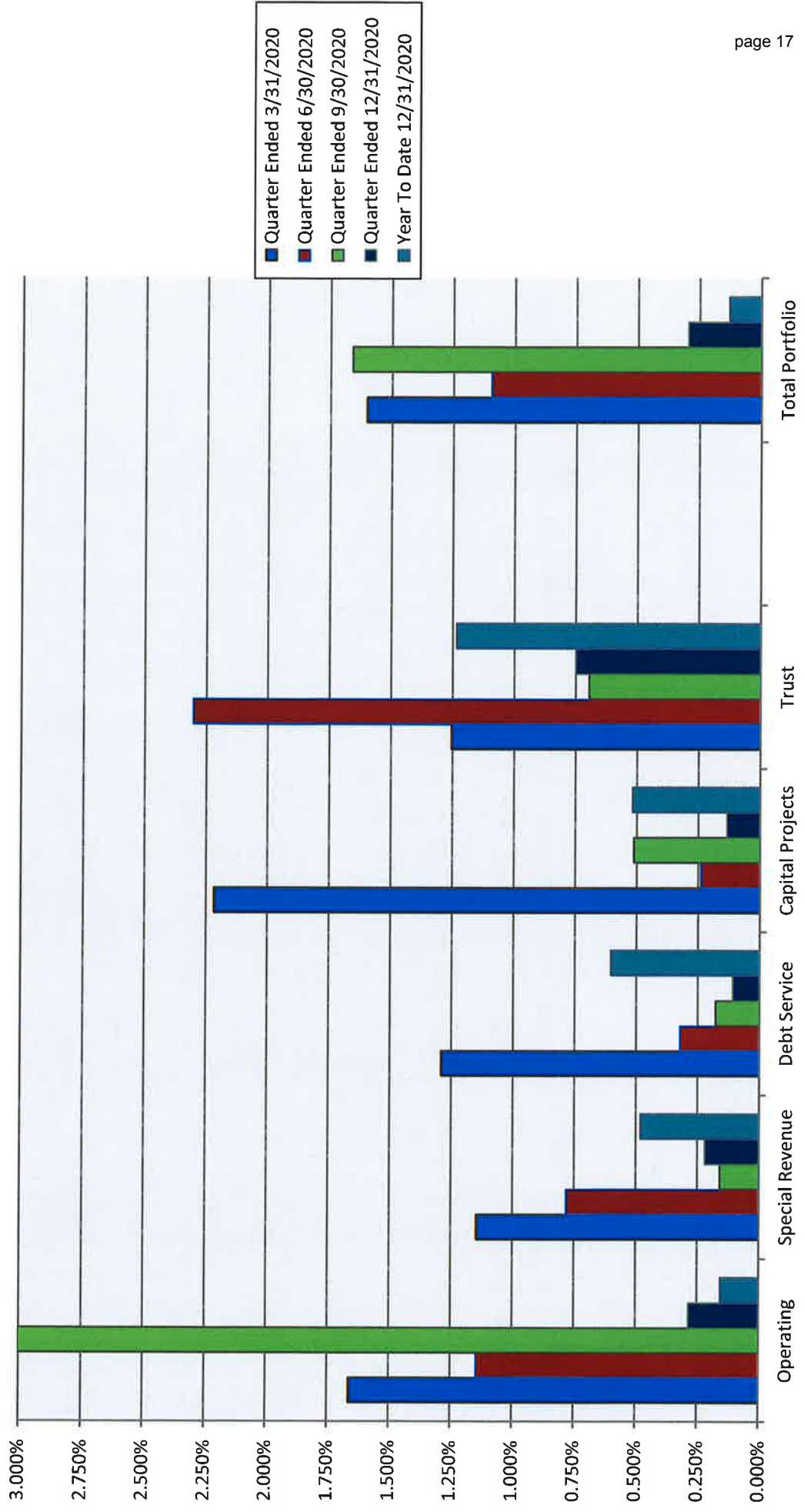
Rate of Return by Investment Category (Pooled Fund Group):

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 12/31/2020
Operating	1.662%	1.144%	3.669%	0.285%	0.155%
Special Revenue	1.145%	0.782%	0.159%	0.220%	0.481%
Debt Service	1.290%	0.322%	0.178%	0.107%	0.602%
Capital Projects	2.217%	0.240%	0.512%	0.133%	0.517%
Trust	1.254%	2.304%	0.695%	0.750%	1.234%
Total Portfolio	1.602%	1.095%	1.660%	0.296%	0.128%

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 12/31/2020
U.S. Treasury Securities	N/A	N/A	N/A	N/A	N/A
U.S. Agency Securities	N/A	N/A	N/A	N/A	N/A
Certificates of Deposit	1.717%	1.561%	5.962%	0.533%	0.204%
Public Funds Investment Pool	1.410%	0.305%	0.173%	0.111%	0.044%
Total Portfolio	1.602%	1.347%	2.468%	0.296%	0.128%

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

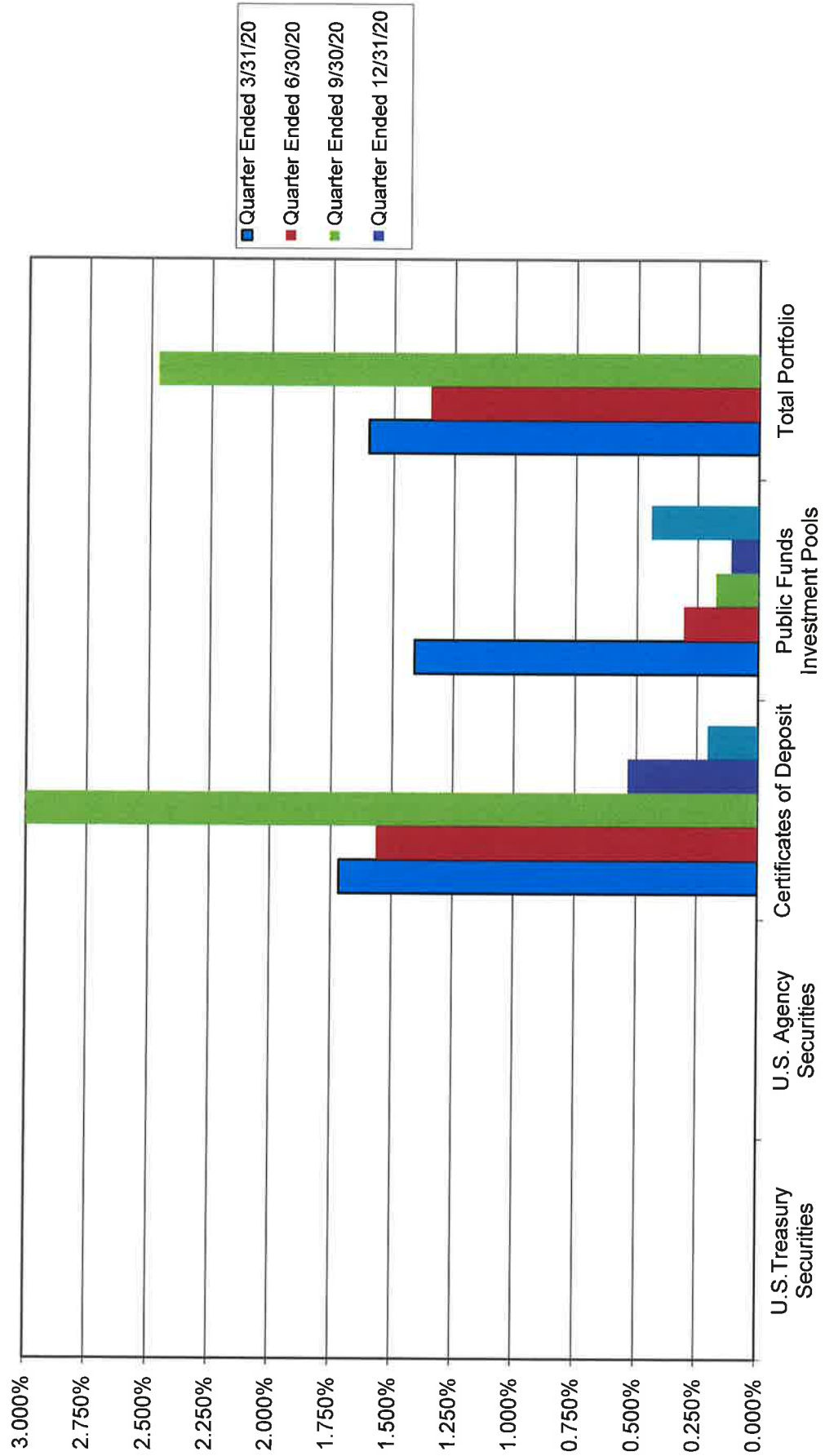


City of Marshall, Texas

Investment Rate of Return

by Investment Type

For the Quarter Ended December 31, 2020



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

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Operating Investment Category										
U.S. Agency Discount										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
U.S. Agency Securities										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit										
Certificate of Deposit 96260	7/21/2020	10/21/2020	\$564,663.63	\$564,663.63	\$564,663.63	\$612.00	\$565,275.63	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96260	10/21/2020	1/21/2021				\$565,275.63		\$565,275.63	\$565,275.63	\$565,275.63
Certificate of Deposit 96331	8/10/2020	11/10/2020	\$529,382.91	\$529,382.91	\$529,382.91	\$533.73	\$529,916.64	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96331	11/10/2020	2/10/2021				\$529,916.64		\$529,916.64	\$529,916.64	\$529,916.64
Certificate of Deposit 96202	7/7/2020	10/7/2020	\$505,260.55	\$505,260.55	\$505,260.55	\$573.09	\$505,833.64	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96202	10/7/2020	1/7/2021				\$505,833.64		\$505,833.64	\$505,833.64	\$505,833.64
Certificate of Deposit 96255	7/21/2020	10/21/2020	\$505,272.16	\$505,272.16	\$505,272.16	\$547.63	\$505,819.79	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96255	10/21/2020	1/21/2021				\$505,819.79		\$505,819.79	\$505,819.79	\$505,819.79
Certificate of Deposit 96330	8/10/2020	11/10/2020	\$1,039,266.98	\$1,039,266.98	\$1,039,266.98	\$1,047.81	\$1,040,314.79	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96330	11/10/2020	2/10/2021				\$1,040,314.79		\$1,040,314.79	\$1,040,314.79	\$1,040,314.79
Certificate of Deposit 96333	8/10/2020	11/10/2020	\$505,260.55	\$505,260.55	\$505,260.55	\$509.41	\$505,769.96	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96333	11/10/2020	2/10/2021				\$505,769.96		\$505,769.96	\$505,769.96	\$505,769.96
Certificate of Deposit 96413	8/27/2020	11/25/2020	\$515,557.26	\$515,557.26	\$515,557.26	\$521.21	\$516,078.47	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96413						\$516,078.47		\$516,078.47	\$516,078.47	\$516,078.47
Total Certificates of Deposit			\$4,164,664.04	\$4,164,664.04	\$4,164,664.04	\$4,173,353.80	\$4,169,008.92	\$4,169,008.92	\$4,169,008.92	\$4,169,008.92
Investment Pools:										
TexPool	N/A	N/A	\$2,198,839.30	\$2,198,839.30	\$2,198,839.30	\$3,172,358.33	\$1,604,726.58	\$3,766,471.05	\$3,766,471.05	\$3,766,471.05
Total Investment Pools			\$2,198,839.30	\$2,198,839.30	\$2,198,839.30	\$3,172,358.33	\$1,604,726.58	\$3,766,471.05	\$3,766,471.05	\$3,766,471.05
Total Operating Investment Category			\$6,363,503.34	\$6,363,503.34	\$6,363,503.34	\$7,345,712.13	\$5,773,735.50	\$7,935,479.97	\$7,935,479.97	\$7,935,479.97

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

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Special Revenue Investment Category										
Certificates of Deposit										
Certificate of Deposit 82376	6/7/2020	12/4/2020	\$78,511.17	\$78,511.17	\$78,511.17	\$271.02	\$78,782.19	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96715	12/4/2020	6/2/2021				\$78,782.19		\$78,782.19	\$78,782.19	\$78,782.19
Total Certificates of Deposit			\$78,511.17	\$78,511.17	\$78,511.17	\$79,053.21	\$78,782.19	\$78,782.19	\$78,782.19	\$78,782.19
Investment Pools:										
TexPool	N/A	N/A	\$968,166.69	\$968,166.69	\$968,166.69	\$153,942.29	\$427,813.25	\$694,295.73	\$694,295.73	\$694,295.73
Total Investment Pools			\$968,166.69	\$968,166.69	\$968,166.69	\$153,942.29	\$427,813.25	\$694,295.73	\$694,295.73	\$694,295.73
Total Special Revenue Investment Category			\$1,046,677.86	\$1,046,677.86	\$1,046,677.86	\$232,995.50	\$506,595.44	\$773,077.92	\$773,077.92	\$773,077.92

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

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Par/Face Value Beg 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.S. Agency Discount:										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
U.S. Agency Securities										
Total U.S. Agency Securities						\$0.00	\$0.00			
Investment Pools:										
TexPool	N/A	N/A	\$102,130.96	\$102,130.96	\$102,130.96	\$389,873.54	\$83,353.85	\$408,650.65	\$408,650.65	\$408,650.65
Total Investment Pools			\$102,130.96	\$102,130.96	\$102,130.96	\$389,873.54	\$83,353.85	\$408,650.65	\$408,650.65	\$408,650.65
Total Debt Service Investment Category			\$102,130.96	\$102,130.96	\$102,130.96	\$389,873.54	\$83,353.85	\$408,650.65	\$408,650.65	\$408,650.65

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

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Par/Face 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.S. Treasury Bills										
Total U.S. Treasury Bills			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
U.S. Agency Discount										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
U.S. Agency Securities										
Total U.S. Agency Securities			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit										
Certificate of Deposit 96422	8/31/2020	11/30/2020	\$142,286.56	\$142,286.56	\$142,286.56	\$141.90	\$142,428.46	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96422	11/30/2020	2/28/2021				\$142,428.46		\$142,428.46	\$142,428.46	\$142,428.46
Total Certificates of Deposit			\$142,286.56	\$142,286.56	\$142,286.56	\$142,570.36	\$142,428.46	\$142,428.46	\$142,428.46	\$142,428.46
Investment Pools										
TexPool	N/A	N/A	\$2,090,765.18	\$2,090,765.18	\$2,090,765.18	\$595.59	\$193,472.70	\$1,897,888.07	\$1,897,888.07	\$1,897,888.07
Total Investment Pools			\$2,090,765.18	\$2,090,765.18	\$2,090,765.18	\$595.59	\$193,472.70	\$1,897,888.07	\$1,897,888.07	\$1,897,888.07
Total Capital Projects Investment Category			\$2,233,051.74	\$2,233,051.74	\$2,233,051.74	\$143,165.95	\$335,901.16	\$2,040,316.53	\$2,040,316.53	\$2,040,316.53

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

Description	Purchase Date	Maturity Date	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Par/Face Value Beg of Quarter	Purchases	Maturities	Par/Face Value End of Quarter	Book Value End of Quarter	Market Value End of Quarter
Trust Investment Category										
U.S. Agency Discount										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
U.S. Agency Securities:										
Total U.S. Agency Discount			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Certificates of Deposit										
Certificate of Deposit 82350	5/28/2020	11/25/2020	\$526,273.71	\$526,273.71	\$526,273.71	\$1,822.37	\$528,096.08	\$0.00	\$0.00	\$0.00
Certificate of Deposit 96688	11/25/2020	5/23/2021	\$0.00	\$0.00	\$0.00	\$528,096.08	\$528,096.08	\$528,096.08	\$528,096.08	\$528,096.08
Certificate of Deposit 86118	4/8/2020	10/8/2020	\$32,891.04	\$32,891.04	\$32,891.04	\$126.98	\$33,018.02	\$0.00	\$0.00	\$0.00
Certificate of Deposit 86118	10/8/2020	1/8/2021	\$0.00	\$0.00	\$0.00	\$33,018.02	\$33,018.02	\$33,018.02	\$33,018.02	\$33,018.02
Certificate of Deposit 82686	7/30/2020	10/30/2020	\$169,953.16	\$169,953.16	\$169,953.16	\$175.63	\$170,128.79	\$0.00	\$0.00	\$0.00
Certificate of Deposit 82686	10/30/2020	1/30/2021	\$0.00	\$0.00	\$0.00	\$170,128.79	\$170,128.79	\$170,128.79	\$170,128.79	\$170,128.79
Total Certificates of Deposit			\$729,117.91	\$729,117.91	\$729,117.91	\$733,367.87	\$731,242.89	\$731,242.89	\$731,242.89	\$731,242.89
Investment Pools:										
TexPool	N/A	N/A	\$459,935.80	\$459,935.80	\$459,935.80	\$134.20		\$460,070.00	\$460,070.00	\$460,070.00
Total Investment Pools			\$459,935.80	\$459,935.80	\$459,935.80	\$134.20	\$0.00	\$460,070.00	\$460,070.00	\$460,070.00
Total Trust Investment Category			\$1,189,053.71	\$1,189,053.71	\$1,189,053.71	\$733,502.07	\$731,242.89	\$1,191,312.89	\$1,191,312.89	\$1,191,312.89
Total Portfolio			\$10,934,417.61	\$10,934,417.61	\$10,934,417.61	\$8,845,249.19	\$7,430,828.84	\$12,348,837.96	\$12,348,837.96	\$12,348,837.96

ITEM 5C

CONSENT AGENDA

FIRE DEPARTMENT ACTIVITY REPORT

**MARSHALL FIRE DEPARTMENT
601 S. GROVE STREET
MARSHALL, TEXAS 75670
(903) 935-4580**



December 2020 To January 19, 2021 Summary Report

FIRE PREVENTION

Burn Permits Issued for December 2020: 30

Burn Permits Issued Year-to-Date 2021: 21

FIRE SUPPRESSION

Fire Incident Response for December 2020: 95 Calls for Service

(Fire, Rescue and EMS Assist, Hazardous Condition, Service Call, Good Intent Call, False Alarm and False Call).

Fire Incident Response Year-to-Date 2021: 57 Calls for Service

(Fire, Rescue and EMS Assist, Hazardous Condition, Service Call, Good Intent Call, False Alarm and False Call).

EMERGENCY MEDICAL SERVICES

EMS Response for December 2020: 491 Calls for Service

EMS Response Year-to-Date 2021: 326 Calls for Service

ITEM 5D

PUBLIC WORKS ACTIVITY REPORT



TO: Members of the City Council

FROM: Eric Powell, PE *ELP*
Director of Public Works/City Engineer

DATE: January 21, 2021

SUBJECT: Public Works Monthly Activity Report

The Public Works Activity Report for the month of December 2020 is attached for your review.

**PUBLIC WORKS DEPARTMENT
MONTHLY ACTIVITY REPORT
December 2020**

DEPARTMENT DIVISIONS	NUMBER OF REQUESTS
DISTRIBUTION/COLLECTION	
Water line breaks/service leaks	21
Water meter leaks	16
Sewer issues	70
STREETS	
Potholes	90
Boom Axe – right of way mowing/clearing blind intersections	32
Illegal dumping	1
Fallen trees on roadways	1
ROW/COMMUNITY APPEARANCE	
Litter pick-up	89
General lawn care (City facilities, cemeteries, median maintenance)	18
Illegal dumping	7
DRAINAGE	
Ditch cleaning (total of 400 ft.)	3
Storm drain clearing/repairs	6
Culvert installation/repairs	5
INFORMATION TECHNOLOGY	
Computer, internet, phone, email, alarm issues	260
BUILDING MAINTENANCE	
HVAC, electrical, plumbing, other miscellaneous issues	25

ITEM 5E

POLICE DEPARTMENT ACTIVITY REPORT



Marshall Police Department

Cliff Carruth
Chief of Police

Date: 01/21/2021
To: CITY COUNCIL MEMBERS
From: CHIEF CLIFF CARRUTH 
Re: MONTHLY ACTIVITY REPORT

The Marshall Police Department responded to the following Calls for Service:

Calls for Service December 2020:	2,331
Calls for Service January 21, 2021:	1,582
Animal Service Calls December 2020:	42
Animal Service Calls January 21, 2021:	29
Motor Vehicle Crashes December 2020:	74
Motor Vehicle Crashes January 21, 2021:	55
New criminal cases assigned to detective December 2020:	79
New criminal cases assigned to detective January 21, 2021:	35

“Keeping our Community Safe”

ITEM 6A

PRESENTATION

**CERTIFICATE OF RE-RECOGNITION TO
THE POLICE DEPARTMENT BY MAX
WESTBROOK OF THE TEXAS POLICE
CHIEF'S ASSOCIATION**



CITY OF MARSHALL

COMMISSION AGENDA INFORMATION SHEET

MEETING DATE: 1/28/21

PROJECT: Texas Police Chief's Association Recognition Program

DESCRIPTION: Presentation of certificate of re-recognition to the Police Department by Max Westbrook of the Texas Police Chief's Association. Presentation to be conducted via Zoom Meeting.

COST:N/A

**RECOMMENDED
ACTION:** None Needed

CITY CONTACT: Chief Carruth

cc: File

ITEM 7A

PUBLIC HEARING

**ALLOW PUBLIC REVIEW AND
COMMENT ON RATE CHANGES FOR
THE OAK LAWN MUNICIPAL GOLF
COURSE**

MEMORANDUM

To: Members of the City Council

From: Mark Rohr, City Manager

Date: January 21, 2021

Subject: Public Hearing to allow public review and comment on rate changes for the Oak Lawn Municipal Golf Course.

This item has been placed on the agenda to allow citizens to comment on rate changes for the Oak Lawn Municipal Golf Course.

ITEM 8A

RESOLUTION

**CONSIDER APPROVAL OF A
RESOLUTION ORDERING A GENERAL
ELECTION FOR CITY COUNCIL
MEMBER DISTRICTS 1, 2, 3, AND 4**

MEMORANDUM

To: Mark Rohr, City Manager

From: Glenna Williams, City Secretary

Subject: Resolution – Order and Notice of City Election

Date: January 20, 2021

Attached is a resolution ordering a General Election for City Commissioner Districts 1, 2, 3, and 4 to be held on May 1, 2021. An executed copy of the resolution will serve as proper notice of the election as required by the Election Code.

Approval of the resolution is recommended.

RESOLUTION
ORDER AND NOTICE OF CITY ELECTION

STATE OF TEXAS
COUNTY OF HARRISON
CITY OF MARSHALL

To the Resident Qualified Voters of the City of Marshall, Texas:

Take notice that an election will be held on the 1st day of May, 2021, in the City of Marshall, Harrison County, Texas, at the place and in the manner set forth in the election resolution adopted by the City Council on the 28th day of January, which is as follows:

Resolution calling an election to elect City Council members from districts one, two, three, and four.

WHEREAS, the election of the city officers is to be held on the first Saturday in May, now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MARSHALL:

1

That an election be held in said City of Marshall, Texas, on the 1st day of May, 2021, at which election candidates for the offices of Councilmember District 1; Councilmember District 2; Councilmember District 3; and Councilmember District 4 shall be submitted to the resident qualified voters of said City for their action thereon,

2

That the deadline for candidates to file an application for place on the election ballot is February 12, 2021,

3

That said election shall be held within the City of Marshall at Marshall Convention Center, 2501 E. End Blvd. South,

4

That the manner of holding said election shall be governed as near as may be possible to the General Election Laws of the State of Texas and none but resident qualified voters of said City shall be allowed to vote at said election,

5

That the ballots of said election shall conform to the requirements of the Election Code of the State of Texas, and

6

That the Harrison County Election Administrator is named the Early Voting Clerk and will conduct and supervise the election according to the agreement between the City of Marshall and said administrator. The Harrison County Election Administrator shall be appointed to or allowed to delegate the positions of Central Counting Station Manager, Tabulation Supervisor, and Assistant Tabulation Supervisor as provided for in the Texas Election Code, Chapter 31.094 and 31.095. The election services include conducting and supervising the City Election on May 1, 2021 and the early voting. Early voting shall be conducted at the office of the Harrison County Elections Administrator, 415 E. Burleson St. beginning April 19, 2021 through April 23, 2021 from 8:00 a.m. until 5:00 p.m., and April 26, 2021 and April 27, 2021 from 7:00 a.m. to 7:00 p.m. The final day for early voting shall be April 27, 2021. Early voting and voting on May 1, 2021 shall be by paper ballot and through a DAU (Disabled Access Unit). The last day to receive an application by mail for a ballot to be voted by mail is April 20, 2021. Applications for early voting ballots by mail shall be mailed to Harrison County Election Administrator, P.O. Box 8409, Marshall, Texas 75671.

7

A copy of this Resolution signed by the Mayor of the City Council and attested by the City Secretary shall serve as proper notice of said election. The City Secretary is authorized and directed to post a properly executed copy of said Notice of Election at City Hall and at the place where the election is to be held not less than 20 days prior to the date fixed for holding said election. The Secretary shall also cause said Notice of Election to be published once in a newspaper of general circulation published within the said City, the date of publication to be not more than 30 days nor less than 10 days prior to the date set for said election.

PASSED, APPROVED, AND ADOPTED this 28th day of January, 2021.

AYES:

NOES:

ABSTAINED:

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

ATTEST:

CITY SECRETARY

RESOLUCION
AVISO Y ORDEN DE ELECCION DE LA CIUDAD

ESTADO DE TEXAS
CONDADO DE HARRISON
CIUDAD DE MARSHALL

A los votantes registrados de la Ciudad de Marshall, Texas:

Tome en cuenta que la elección se llevara acabo en el Día 1 de Mayo, 2021, en la Ciudad de Marshall, Condado Harrison, Texas, en el lugar que se expuso en la resolución de la elección por la consejo de la ciudad el día 28 de Enero, que es lo siguiente:

Llamada de resolución para elegir a miembros de la Consejo de la ciudad de los distritos uno, dos, tres y cuatro.

MIENTRAS QUE, la elección de los oficiales de la ciudad es de ser aguantada el primero sábado de Mayo, ahora, por lo tanto,

QUE SEA RESUELTO POR LA CONSEJO DE LA CIUDAD DE MARSHALL:

1

Que la elección se llevara acabo por la Ciudad de Marshall, Texas, en el día 1 de Mayo, 2021, por cual la elección de candidatos para las oficinas de Consejo Distrito 1; Consejo Distrito 2; Consejo Distrito 3; y Consejo Distrito 4; deben ser sometidos a los residentes calificados a votar de dicha ciudad y también,

2

Que la fecha límite para que los candidatos sometan su aplicación del lugar de su elección es Febrero 12, 2021,

3

Que dicha elección se llevara acabo en la Ciudad de Marshall en Marshall Convention Center, 2501 E. End Blvd. South,

4

Y la manera donde de llevara acabo la elección debe ser gobernada lo mas cerca posible de la Elección General de Leyes del Estado de Texas y solamente residentes calificados de dicha ciudad se les debe dejar votar en la elección.

5

Que las votaciones de la elección mencionada deben estar de acuerdo a los requerimientos del Código del es Estado de Texas, y

Que el Administrador de la Elección del Condado de Harrison sea nombrado Encargado de la votación temprana y llevara acabo y supervisara la elección de acuerdo al acuerdo entre la Ciudad de Marshall y dicho administrador. El Administrador de Elecciones del Condado de Harrison será designado o autorizado a delegar los cargos de Gerente de la estación central de conteo, Supervisor de Tabulación, y Asistente de Supervisor de Tabulación de lo dispuesto en el Código Electoral de Texas, Capítulo 31,094 y 31,095. El servicio de elección incluirá conducir y supervisor la Elección de la Ciudad en Mayo 1, 2021 y la votación temprana. La votación temprana se llevara acabo en la oficina del Administrador de Elecciones del condado de Harrison, 415 E. Burleson St. empezando Abril 19, 2021 hasta Abril 23, 2021 de 8:00am a 5:00pm, y Abril 26, 2021 y Abril 27, 2021 de 7:00am a 7:00pm. El Día ultimo para votar será Abril 27, 2021. La votación y votación temprana Mayo 1, 2021 deben de ser por boleta de papel y por DAU (Acceso de Unidad Deshabilitada). El último día para recibir una solicitud por correo de una boleta que será votado es el 20 de Abril del 2021. Deben ser enviadas a Administrador de Elecciones del Condado de Harrison, P.O Box 8409, Marshall, Texas 75671.

UNA copia de esta Resolución firmó el Alcalde de la Consejo de la Ciudad y atestiguó por el Secretario de la Ciudad servirá como nota apropiada de dicha elección. El Secretario de la Ciudad es autorizado y es dirigido a anunciar una copia apropiadamente ejecutada de dicha Nota de Elección en el ayuntamiento y en el lugar donde la elección se llevara acabo que no sea menos de 20 días antes de la fecha fija para dicha elección. El Secretario también se encargara de publicarla al periódico para circulación general dentro de la ciudad, el día de la publicaron no debe de ser mas de 30 días o menos de 10 días de las fechas dichas para la elección.

PASADO, APROBADO, Y ADOPTADO este 28 de enero 2021.

SIS: _

No: _

ABSTENIDO: _

EL ALCALDE DE LA CONSEJO
de la CIUDAD DE MARSHALL, TEXAS

ATESTIGUA:

SECRETARIO DE LA CIUDAD

ITEM 8B

RESOLUTION

**CONSIDER APPROVAL OF A
RESOLUTION CALLING FOR A JOINT
ELECTION AGREEMENT WITH THE
MARSHALL INDEPENDENT SCHOOL
DISTRICT FOR THE MAY 1, 2021
GENERAL ELECTION**

Memorandum

To: Mark Rohr, City Manager

From: Glenna Williams, City Secretary

Date: January 20, 2021

Subject: Joint Election Resolution

Attached is a copy of a resolution calling for a Joint Election Agreement with Marshall Independent School District for the May 1, 2021 General Election. The purpose of this resolution is to allow Marshall ISD an opportunity to comply with Section 11.0581 of the Texas Education Code requiring all school board trustee elections to be held as a joint election with either the governing body of a municipality located in the school district or the governing body of the political subdivision for state and county officers in which that district resides. The joint election is also provided for in Chapter 271 of the Texas Election Code.

Approval of this resolution is recommended.

RESOLUTION _____

**RESOLUTION CALLING FOR A JOINT ELECTION AGREEMENT WITH
MARSHALL INDEPENDENT SCHOOL DISTRICT FOR THE MAY 1, 2021 GENERAL
ELECTION**

WHEREAS, the City of Marshall, Texas agrees to enter into a Joint Election Agreement for the May 1, 2021 election with Marshall Independent School District and;

WHEREAS, the purpose of this resolution being to allow Marshall ISD an opportunity to comply with Section 11.0581 of the Texas Education Code requiring all school board trustee elections to be held as a joint election with either the governing body of a municipality located in the school district or the governing body of the political subdivision for state and county officers in which that district resides and;

WHEREAS, elections held on the same date as provided by Texas Education Code Section 11.0581 shall be held as a joint election under Chapter 271 of the Texas Election Code.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF MARSHALL, TEXAS, THAT:**

The City of Marshall, Texas authorizes a Joint Election Agreement with Marshall Independent School District for the May 1, 2021 election.

PASSED, APPROVED AND ADOPTED, this 28th day of January, 2021.

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

ATTEST:

CITY SECRETARY

**JOINT ELECTION AGREEMENT BETWEEN
MARSHALL INDEPENDENT SCHOOL DISTRICT
AND THE CITY OF MARSHALL**

This joint election agreement (“Agreement”) is entered into by and between Marshall Independent School District (“MISD”) and the City of Marshall, Texas (“City”) (collectively the “Entities”) by and through their duly appointed and qualified representatives pursuant to Texas Election Code §271.002(a) for the joint election to be held on **May 1, 2021**, as follows:

WHEREAS, MISD and the City plan to hold elections on the same day - May 1, 2021 - on which MISD plans to hold a Board of Trustees election for **the Two At-Large Positions**, and the City plans to hold an election for various City official positions;

WHEREAS, Texas Education Code §11.0581 requires MISD to hold a joint election and the Entities desire a joint election in order to provide a convenient, simple, and cost-effective election for the voters of MISD and the City; and

WHEREAS, MISD and the City will or have each respectively enter(ed) into a Contract for Elections Services with the Elections Administrator of Harrison County for the conducting and supervision of the May 1, 2021 elections, including early voting (“Contracts for Elections Services”);

NOW, THEREFORE, it is agreed that a joint election will be held by MISD and the City under the terms stated herein.

1. The Entities will share at least one common election-day polling place on May 1, 2021, in accordance with the Contracts for Election Services;

2. The Entities’ respective authority and responsibilities related to the election are specified in the respective Contracts for Election Services; and

3. The governing bodies of the Entities hereby authorize their respective superintendent (or designee) and city manager (or designee) to vary the terms of this Agreement to the extent necessary to conform to applicable law and for the proper conduct of the joint election without further action by the Entities’ governing bodies. Any such amendment to this Agreement shall be of no effect unless in writing and signed by the superintendent and city manager, or their designees.

AGREED:

AGREED:

MARSHALL INDEPENDENT SCHOOL DISTRICT

CITY OF MARSHALL, TEXAS

By: _____
Board President Date signed

By: _____
City Manager Date signed

ITEM 8C

RESOLUTION

**CONSIDER APPROVAL OF A
RESOLUTION AUTHORIZING THE
MARSHALL POLICE DEPARTMENT TO
APPLY FOR THE 2021 TEXAS EDWARD
BYRNE MEMORIAL JUSTICE
ASSISTANCE GRANT**



CITY OF MARSHALL

COMMISSION AGENDA INFORMATION SHEET

MEETING DATE: 1/28/21

PROJECT: 2021 Texas Edward Byrne Memorial Justice Assistance Grant

DESCRIPTION: Grant from State of Texas administered through the local Council of Governments. MPD is requesting \$55,000 for the purchase of Police vehicles.

COST: None

RECOMMENDED

ACTION: Authorize application for grant funds

CITY CONTACT: Chief Carruth

cc: File

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MARSHALL, TEXAS AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION FOR THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT FOR THE 2020 GRANT YEAR.

WHEREAS, the City of Marshall intends to apply for the Byrne Justice Assistance Grant; and

WHEREAS, the City of Marshall intends to use the grant for the purchase of two Police Patrol units; and

WHEREAS, the equipment purchased with the grant fund will assist the City of Marshall Police Department in operating their Community Policing program and other Police patrol duties; and

WHEREAS, City Commission designates Mark Rohr (City Manager) as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the City of Marshall; and

WHEREAS, City Commission agrees that in the event of loss or misuse of the Office of the Governor funds, City of Marshall assures that the funds will be returned to the Office of the Governor in full;

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

1.

The Commission of the City of Marshall hereby authorizes the submission of a grant application for the Byrne Justice Assistance grant for the 2021 grant year.

2.

The Commission of the City of Marshall confirms that City intends to use the grant for the purchase of equipment in compliance with the terms and conditions of the grant to assist the City of Marshall Police Department in operating their Community Policing program and other Police patrol duties.

3.

The findings set forth in the preamble to this resolution are hereby in all things approved.

4.

The meeting at which this resolution was passed was conducted in strict compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).

5.

All other prior resolutions or portions of resolutions of the City of Marshall in conflict with the terms and provisions of this resolution are hereby repealed to the extent of such conflict only.

6.

This resolution shall be effective on and after its passage.

PASSED, APPROVED, AND ADOPTED THIS THE _____ DAY OF _____,
2021.

Terri Brown, Mayor

ATTEST:

Glenna Williams, City Secretary

[Print This Page](#)**Agency Name:** City of Marshall TX**Grant/App:** 4233201 **Start Date:** 9/1/2021 **End Date:** 8/31/2022**Project Title:** 2021 MPD Community Policing Program**Status:** Application Pending Submission

Narrative Information

Introduction

The purpose of this funding is to support projects that promote public safety, reduce crime, and improve the criminal justice system.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the The PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Beginning January 1, 2021, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions and other dispositions within five business days to the Criminal Justice Information System at the Department of Public Safety. Click [here](#) for additional information from DPS on this new reporting requirement.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted. Note: UCR is transitioning from summary reporting to NIBRS only in 2021. Applicants are encouraged to transition to NIBRS as soon as possible in order to maintain their grant eligibility.

DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time [Statewide Interoperability Coordinator \(SWIC\)](#) for Texas.

Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. PSO grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned

when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

National Instant Background Check System (NICS)

Entities receiving funds under this solicitation that are to generate or upgrade court dispositions or other records that are relevant to National Instant Background Check System (NICS) determinations must have a system in place to ensure that all such NICS-relevant dispositions or records that are generated or upgraded are made available in timely fashion to state repositories/databases that are accessed by NICS.

Body-Worn Cameras (BWCs)

Applicant assures that if it plans to purchase body-worn cameras with grant funds, that it has adopted adequate policies and procedures related to BWC equipment usage, data storage and access, privacy considerations and training. The certification form related to BWC policies and procedures can be found [here](#).

Certification of Compliance with 8 U.S.C 1373 and 1644

Applicant assures that it complies with 8 U.S.C. § 1373 & 1644. Applicant may be required to submit written assurances and/or certifications to this effect prior to award issuance. The Public Safety Office (PSO) will notify applicants if this becomes a requirement and provide the federally required form(s) and/or template(s).

Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2022 or the end of the grant period, whichever is later.

Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)

Please explain and describe any policies or practices your jurisdiction may have related to whether, when, or how employees may communicate with DHS or ICE. Include information on how each policy or practice complies with 8 U.S.C. 1373. Upload a copy of any written policies onto the Upload.Files Tab. Enter "N/A" below if your agency does NOT have any policies or practices regarding communication with DHS or ICE. MPD has a policy that allows officers to assist federal officers with immigration investigations.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Cherilyn Johnston

Enter the Address for the Civil Rights Liaison:

401 S. Alamo Marshall, TX 75670

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

903-935-4526

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

The Marshall Police Department is instituting a community policing program in an attempt at forming and maintaining deeper and stronger relationships with members of our community. MPD will assign four officers to this program. MPD will provide vehicles for two of these officers and is requesting that this program provide funding for two vehicles. MPD will also provide required equipment for these two vehicles for which cost exceeds the \$2,500 per vehicle which has been requested from this program. These vehicles will also be used for regular patrol duties when the officer is not performing

Problem Statement :

Each Officer assigned to the Community Policing program will need a vehicle. MPD needs four vehicles to equip officers assigned to the MPD community policing program. The MPD fleet is aging and suffering from this age. Over half of our current vehicles are 8-10 years old with many having 150,000 miles or more. These vehicles need a great deal of maintenance which not only expends funds but takes them off the road where they are needed for MPD programs including enforcement and community policing.

Supporting Data :

The Marshall Police Department averages approximately 34,000 calls for service per year, or around 93 calls per day. The MPD fleet is currently has 43 units assigned to the Patrol Division. 21 of these vehicles are five years old or older with 13 of these ten years old or older. MPD has zero vehicles budget for replacement in 2021 due to budget shortfalls in 2020 caused by COVID-19.

Project Approach & Activities:

Purchase vehicles and equipment under existing City of Marshall purchasing regulations. Installation of equipment by MPD approved vendor.

Issuance of vehicles to Officers.

Capacity & Capabilities:

MPD possesses the necessary capabilities to complete the program in a timely manner. Vehicles and equipment will be purchased under existing City of Marshall Purchasing rules.

Performance Management :

MPD will keep detailed records of purchasing, delivery, installation and vehicle issuance.

Target Group :

The Marshall Police Department provides service to the Citizens of the City of Marshall Texas as well as any members of the public who are within the City Limits at any given time.

Evidence-Based Practices:

The fleet maintenance program currently in use by the City of Marshall tracks mileage and maintenance intervals as well as costs. By purchasing new vehicles we will be able to provide more dependable service to our citizens while lowering maintenance cost and increasing availability of vehicles.

You are logged in as **User Name:** wmhuffman

[Print This Page](#)

Agency Name: City of Marshall TX

Grant/App: 4233201 **Start Date:** 9/1/2021 **End Date:** 8/31/2022

Project Title: 2021 MPD Community Policing Program

Status: Application Pending Submission

Profile Information

Applicant Agency Name: City of Marshall TX

Project Title: 2021 MPD Community Policing Program

Division or Unit to Administer the Project: Police Department

Address Line 1: 401 S. Alamo

Address Line 2:

City/State/Zip: Marshall Texas 75670

Start Date: 9/1/2021

End Date: 8/31/2022

Regional Council of Governments(COG) within the Project's Impact Area: State Agency

Headquarter County: UNDEFINED

Counties within Project's Impact Area: Harrison

Grant Officials:

Authorized Official

Name: Mark Rohr

Email: rohr.mark@marshalltexas.net

Address 1: 401 S Alamo

Address 1:

City: Marshall, Texas 75670

Phone: 903-935-4421 Other Phone:

Fax:

Title: Mr.

Salutation: Mr.

Position: City Manager

Financial Official

Name: Glenna Williams

Email: Williams.glenna@Marshalltexas.net

Address 1: P O Box 698

Address 1:

City: Marshall, Texas 75671

Phone: 903-935-4447 Other Phone:

Fax: 903-935-4442

Title: Ms.

Salutation: Ms.

Position: Senior Accountant

Project Director

Name: William Huffman

Email: whuffman@marshalltexas.net

Address 1: 2101 East End Blvd North

Address 1:

City: Marshall, Texas 75670

Phone: 903-935-4552 Other Phone: 903-930-7942

Fax: 903-935-4558

Title: Mr.

Salutation: Lieutenant

Position: Administrative Lieutenant

Grant Writer

Name: Stephanie Heffner

Email: stephanie.heffner@etcog.org

Address 1: 3800 Stone Road

Address 1:

City: Kilgore, Texas 75662

Phone: 903-218-6461 Other Phone: 903-331-6770

Fax: 903-983-1440

Title: Ms.

Salutation: Ms.

Position: Director of Public Safety

You are logged in as **User Name:** wmhuffman

[Print This Page](#)

Agency Name: City of Marshall TX

Grant/App: 4233201 **Start Date:** 9/1/2021 **End Date:** 8/31/2022

Project Title: 2021 MPD Community Policing Program

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:

756000595

Application Eligibility Certify:

Created on:1/13/2021 11:14:46 AM By:William Huffman

You are logged in as **User Name:** wmhuffman

[Print This Page](#)
Agency Name: City of Marshall TX**Grant/App:** 4233201 **Start Date:** 9/1/2021 **End Date:** 8/31/2022**Project Title:** 2021 MPD Community Policing Program**Status:** Application Pending Submission**Budget Details Information****Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN- KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Equipment / Accessories for Law Enforcement Vehicle (purchased separately from vehicle)	Police Equipment and equipment installation for vehicles purchased under this program.	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	2
Equipment	Police / Sheriff Department Vehicle (with no law enforcement equipment installed)	Two Dodge Charger Pursuit Police Patrol Cars	\$58,771.00	\$0.00	\$0.00	\$0.00	\$58,771.00	2

You are logged in as **User Name:** wmhuffman

ITEM 9A

CONSIDER APPROVAL OF SMALL BUSINESS GRANT FUND APPLICATIONS

Memorandum

Date: January 19, 2021

To: Mark Rohr, City Manager

From: Shameia Ruffins, Community Development Coordinator

Subject: Approval of Small Business Grant Fund Recommendations

The following recommendations have been made by staff in relation to the Small Business Grant Fund. This fund was approved on September 24, 2020 by the City Commission with a 6:0 vote.

The purpose of the SBGF is to help Marshall small businesses adapt their business model to changing business conditions because of the COVID-19 pandemic. This is a reimbursement grant for up to \$2,500 of eligible costs including equipment, software, supplies, safety equipment, and financial support. Eligible businesses include, but are not limited to, retail (storefront), food and beverage, personal care (barbershop, nail salons, spas, etc.), automobile, mobile (food) vendors, maintenance, education/training, health/wellness, art galleries, gyms, and small manufacturing businesses. Businesses must have 25 or fewer employees and have been open and operating as of January 1, 2020.

Funding for the program is provided to the City of Marshall through the U.S. Department of Housing and Urban Development's Community Block Development Grant. Currently, the City has delegated \$138,536.000 of our received COVID money to the Small Business Grant Fund. The approved application process says that upon receipt, staff will review the application for completion. Based on the review, City staff will make recommendations for approval by City Commission.

Thus far, we have approved 26 applications of which 8 were approved during the previous commission meeting held on January 14, 2021. A total of 2 pending applications today would bring us to a total of 28 applications. Staff has assisted several business owners on getting their application started, and will continue to spread the word on this local opportunity. We anticipate this to be an ongoing agenda item over the next few weeks as we continue to receive applications.

Staff is looking for the City Commission's approval for the two (2) Small Business Grant Fund applications that were received in completion between January 4, 2021 and January 19, 2021.

See Attached Documents

Staff Recommendations

Anytime Fitness (Gym) -\$2,500.00

Staff is recommending the max reimbursement of \$2,500 to Anytime Fitness under the eligibility category of financial support.

Anytime Fitness was impacted during the pandemic whereas their occupancy was lowered causing a drop in customer fees which has slightly lowered incoming revenue at this time. The gym decided to shut down every other piece of gym equipment to follow the CDC recommended social distancing guidelines as best as possible. However partial rental fees were paid. Receipts totaling \$12,010.04 were submitted on behalf of rental fees.

Joe Pine Coffee - \$2,500.00

Staff is recommending the max reimbursement of \$2,500 to Joe Pine Coffee under the eligibility category of supplies and financial support.

Joe Pine Coffee adapted their business by becoming a (To-Go only establishment). The business later re-opened the dining room at 50% seating capacity. Also the changes in the Wonderland of Lights drastically affected the company's business as far as sales. Joe Pines Coffee was able to remain open this year due to the purchase of PPE so that the staff could work safely under the new conditions. Rent still had to be maintained, and as a result the business is seeking reimbursement as aide and financial relief. Receipts totaling \$2,678.21 were submitted.

ITEM 9B

**CONSIDER APPROVAL OF CHANGE
ORDER #1 TO THE 200 BLOCK OF N.
WASHINGTON AVENUE
REDEVELOPMENT PROJECT**



TO: Members of the City Council

FROM: Eric Powell, PE *ELP*
Director of Public Works/City Engineer

DATE: January 19, 2021

SUBJECT: 200 Block, N. Washington Avenue Redevelopment Project – Change Order #1

I am hereby requesting City Council approval for Change Order #1 to the Redevelopment Project in the 200 block of N. Washington Avenue, in the amount of \$19,525.72. The nature of this change order is as follows:

- 1) Furnish and install new curb and gutter on both sides (east and west): \$17,334.72
- 2) Change decorative street light pole height and fixture: \$ 2,191.00

Updated contract amount: \$395,325.72 (5.2% increase)

REASONS FOR CHANGE

Item #1 New Curb/Gutter : It was determined during demolition on the west side that there was an old stormwater pipe directly in the way of proposed lighting and street trees. To effectively relocate the stormwater piping out of the way, the curb and gutter needed to be removed to allow for the new piping to be installed. Once this was determined, the east side curb/gutter would also need to be replaced to provide for a uniform appearance throughout the block.

Item #2 Changes to Decorative Street Light Poles/Fixtures: This change corrects an error on the plans/specifications which had the incorrect pole height of 9'6" (should be 11'6") and the incorrect fixture number of L201 (should be L200).

HAYES ENGINEERING, INC.
 Texas Registered Engineering Firm F-1465
 2126 Alpine Road
 Longview, TX 75601
 (903) 758-2010

CHANGE ORDER NO.: 1
DATE: 1/8/21
PROJECT NO.: MA-20-03
LOCATION: City of Marshall
JOB DESCRIPTION: 200 blk N. Washington Ave.
 Redevelopment

TO: Casey Slone Construction, LLC
P.O. Box 1614
Marshall, TX 75671

TOTAL CONTRACT PRICE: \$375,800.00

You are hereby requested to comply with the following changes from the contract plans and specifications:

ITEM	DESCRIPTION OF REVISION	QTY	U/M	UNIT COST	DECREASE IN COST	INCREASE IN COST
4	Furnish & Install 24" curb & gutter	416	LF	\$41.67		\$17,334.72
9	Furnish & Install ornamental street light (Sternberg) with foundation:					
	a) Increase in cost to change fixture from L201 to L200 on twelve (12) lights	1	LS	\$651.00		\$651.00
	b) Increase in cost to change poles from 9'6" to 11'6" on twelve (12) lights	1	LS	\$1,540.00		\$1,540.00
<u>Change in price due to this Change Order:</u>						
Total (Decreases) Increases:					\$ -	\$19,525.72
Net _X_ Increase ___ (Decrease):						\$19,525.72

The sum of \$19,525.72 is hereby added to the Total Contract Price, making the Contract Price: \$395,325.72

The time provided for construction completion in the contract is unchanged.

This document shall become an amendment to the contract and all provisions of the contract documents will apply hereto.

RECOMMENDED BY (Engineer):




1-8-21
 Date

ACCEPTED BY (Contractor):

1-11-21
 Date

APPROVED BY (Owner):

 Date

ITEM 9C

DISCUSSION OF AND CONSIDERATION OF RATE CHANGES FOR THE OAK LAWN MUNICIPAL GOLF COURSE

Memorandum

To: Mark Rohr, City Manager

From: Mallori James, Tourism & Cultural Arts Director

Date: January 19, 2021

Subject: Oak Lawn Municipal Golf Course Rate Increases

At the request of the City Manager and after reviewing several years of the revenue & expense reports for Oak Lawn Municipal Golf Course, it was determined that the facility has been operating in a deficit for quite some time. For example, in 2019, the course only generated \$120,000.00 in revenue but the total expenses for 2019 were \$189,000.00- a significant difference.

The Council may remember that in 2012 a rate increase was approved by the City Commission to increase revenue and lessen the burden on the general fund. However, some of the recommended rates were raised considerably higher and therefore many members withdrew membership and the number of non-members playing at the course declined. Staff then reverted back to charging members the old rates on some items at the course. However, this did not fix the budget issue and this continued to be a pattern for many more years.

Staff's recommendation is to slightly raise rates at the Oak Lawn Municipal Golf Course and increase revenue at the course. Staff has been thoughtful about how to raise the rates with the knowledge that changing the rates may not be embraced at all but ultimately to keep the golf course operating this change must be made. The proposed increase is designed to makeup half the amount needed to reduce the deficit in funding requiring the assistance from the general fund and a further enhancement will be needed to make the golf course pay for it's self.

Staff has researched many comparable 9-hole courses in our region and determined that our rates were significantly lower than other facilities. It was also determined that those courses offered similar amenities and in similar condition as Oak Lawn Golf Course.

It is also staffs intention to begin marketing the golf course via targeted advertising through social media efforts to drive more non-members to play at our course who may be unaware of the facility.

Please see staffs research and proposal in the two following attachments for your review. The first presents research comparing Oak Lawn Municipal Golf Course rates to comparable courses. The second, the proposed rate increases for review and consideration. Items in red indicate a rate increase.

Thank you for your consideration in the matter of increasing rates at Oak Lawn Municipal Golf Course.

East Texas Golf Courses
Fee comparison

	City	# of holes	Green Fee 9 holes	Green Fee 18 holes	Cart Rental	Range- small	Range- med	Range- large	Memberships
9 Hole Courses			weekday/w eekend	weekend/ weekday	9/18 holes				
Oaklawn Municipal Golf Course	Marshall	9	6	11	6/9	3	5.5	8	60 mo
Daingerfield Country Club	Daingerfield	9	25/35	25/35	incl	n/a	n/a	n/a	168 mo
Overton Community Course	Overton	9	20/25		incl				
Carthage Country Club	Carthage	9	15	30	15				125
Cherokee Golf Club	Longview	9	20/25		13/20	4	5	6	75
Meadowbrook Golf Course	Kilgore	9	20/28	30/38	incl	3.5	5.5	7.5	1320
Gilmer Country Club	Gilmer	9	15	15	10	n/a	n/a	n/a	110 mo
Mineola Country Club	Mineola	9	28.5	40	incl				
18 Hole Courses									
Pine Dunes	Frankston	18		59/89	incl				invitation
Tempest Golf Club	Gladewater	18	40	60/75	incl	5		8	475
Rusted Rail Golf Club	Crandall	18		30/35/42	incl	5	8	14	2000
Longview Country Club	Longview	18		25/34	incl	3		5	95 mo

Item	2012 Adopted Resolution	Current Fees (Tax Included)	2019 Revenue	Staff Recommendation(p re-tax)	Staff Recommendations (including tax)	Fee Increase Projected Revenue	Difference
Green Fee 9 Holes Week Day	N/A	\$6.00	\$4,434.18	\$6.70	\$7.25	\$5,357.97	\$923.79
Green Fee 18 Holes Week Day	N/A	\$11.00	\$7,113.16	\$11.09	\$12.00	\$7,759.82	\$646.65
Green Fee 9 Holes weekend	\$18.00	\$6.00	\$6,097.00	\$13.86	\$15.00	\$15,242.49	\$9,145.50
Green Fee 18 Holes Weekend	\$18.00	\$11.00	\$21,339.49	\$18.48	\$20.00	\$38,799.08	\$17,459.58
Weekday Green Fees	\$15.00				N/A (Remove from fee schedule)	\$0.00	\$0.00
Twilight Fees	\$8.00				N/A (Remove from fee schedule)	\$0.00	\$0.00
Monthly Membership Dues	\$60.00	\$65.00	\$20,432.86	\$64.67	\$70.00	\$22,004.62	\$1,571.76
Annual Membership Dues	N/A	\$650.00	\$12,009.24	\$646.65	\$700.00	\$12,933.03	\$923.79
Cart Rental 9 Holes	\$12.00	\$6.00	\$11,362.59	\$9.24	\$10.00	\$18,937.64	\$7,575.06
Cart Rental 18 Holes	\$18.00	\$8.00	\$22,170.90	\$9.24	\$10.00	\$27,713.63	\$5,542.73
Cart Rental 27 Holes	\$27.00				N/A (Remove from fee schedule)	\$0.00	
Cart Rental All Day	N/A				N/A (Remove from fee schedule)	\$0.00	
Cart Storage (gas)	\$12.50	\$12.50	\$138.57	\$11.55	\$12.50	\$138.57	\$0.00
Cart Storage (electric)	\$20.00	\$20.00	\$9,090.07	\$21.25	\$23.00	\$10,453.58	\$1,363.51
Trail Fee Daily	\$5.00	\$5.50	\$182.91	\$6.00	\$6.50	\$216.17	\$33.26
Trail Fee Monthly	\$12.50	\$12.50	\$277.14	\$12.47	\$13.50	\$299.31	\$22.17
Range Fees- Monthly	N/A	N/A			N/A (Remove from fee schedule)	\$0.00	
Member Range Balls- Small Bucket	\$1.50	\$1.75	\$3,364.21	\$1.62	\$1.75	\$3,364.21	
Member Range Balls- Medium Bucket	\$3.00	\$3.25		\$3.00	\$3.25		
Member Range Balls- Large Bucket	\$4.00	\$4.50		\$4.16	\$4.50		
Non- Member Range Fees	N/A	N/A	N/A		N/A (Remove from fee schedule)		
Non- Member Range Balls Small Bucket	\$3.00	\$3.25		\$3.23	\$3.50		
Non-Member Range Balls Medium Bucket	\$5.00	\$5.50		\$5.54	\$6.00		
Non- Member Range Balls Large Bucket	\$7.00	\$8.00		\$7.85	\$8.50		
Pro Shop	N/A	N/A	\$2,663.10		30% above cost		
TOTAL			\$120,675.42			\$163,220.10	\$45,207.78

ITEM 9D

DISCUSSION OF AND CONSIDERATION OF THE APPOINTMENT OF A CITY SECRETARY

MEMORANDUM

To: Members of the City Council

From: Mark Rohr, City Manager

Date: January 21, 2021

Subject: Discussion of and consideration of the appointment of a City Secretary

I am recommending that the Council approve the appointment of Nikki Smith, Deputy City Secretary/Payroll Accountant, to the position of City Secretary.

ITEM 10

CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA

ITEM 11

ADJOURNMENT