

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 25, 2024
6:00 PM**

1. Call to Order and Roll Call

2. Invocation and Pledges

3. Presentations & Proclamations

- A. Presentation of the Employee of the 1st Quarter 2024. (Human Resources)
- B. Presentation of the Employee of the Month - April. (Human Resources)

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 Items to be Withdrawn From Consent Agenda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 April 11, 2024 Regular Council meeting. (City Secretary)
- B. Consider approval of Work Order for Wicker Construction - 2" Watermain Replacement Program. (Public Works)
- C. Consider approval to award a contract for the West End Lift Station project. (Public Works)
- D. Consider two appointments to the Historic Landmark Preservation Board. (Main Street)

7. Consideration of Items Withdrawn From the Consent Agenda

8. Ordinance

- A. Consider approval of an ordinance amending Chapter 31, Section 31-62: Updated Water Conservation Plan. (Public Works)

9. City Manager Reports and Requests for City Council Consideration

- A. Consider approval to award a contract for the 2024 Street Program. (Public Works)

10. Adjournment

Posted: April 22, 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 25, 2024
ITEM #: 3.A
SUBJECT: Presentation of the Employee of the 1st Quarter 2024. (Human Resources)

Recommendation for Action:

Executive Summary:

The Employee Engagement Committee is a dedicated assembly of employees who have voluntarily united with the common goal of orchestrating and executing activities aimed at engaging and motivating their fellow colleagues. Their primary mission is to cultivate a positive and productive workplace culture while actively enhancing the employer-employee relationship. Among the initiatives employed is the recognition of outstanding contributions through the Employee of the Month program. The committee diligently reviews nominations, carefully deliberates, and collectively decides on the deserving individual to receive this esteemed acknowledgment.

Budget Cost:

Staff Contact: Christol Hall, HR Director

Attachments: None



TO: City Council
DATE: April 25, 2024
ITEM #: 3.B
SUBJECT: Presentation of the Employee of the Month - April.
(Human Resources)

Recommendation for Action:

Executive Summary:

The Employee Engagement Committee is a dedicated assembly of employees who have voluntarily united with the common goal of orchestrating and executing activities aimed at engaging and motivating their fellow colleagues. Their primary mission is to cultivate a positive and productive workplace culture while actively enhancing the employer-employee relationship. Among the initiatives employed is the recognition of outstanding contributions through the Employee of the Month program. The committee diligently reviews nominations, carefully deliberates, and collectively decides on the deserving individual to receive this esteemed acknowledgment.

Budget Cost:

Staff Contact: Christol Hall, HR Director

Attachments: None



TO: City Council
DATE: April 25, 2024
ITEM #: 6.A
SUBJECT: Consider approval of the minutes from the April 11, 2024 Regular Council meeting. (City Secretary)

Recommendation for Action: Consider approval of the minutes from the April 11, 2024 Regular Council meeting.

Executive Summary: Minutes from the Regular meeting held on April 11, 2024.

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 4-11-2024 Minutes

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401 South Alamo
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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

April 11, 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:

Councilmember Marvin Bonner
Mayor Amy Ware
Councilmember Leo Morris
Councilmember Micah Fenton
Councilmember Amanda Abraham
Councilmember Reba Godfrey
Councilmember Jennifer Truelove

ADMINISTRATIVE STAFF PRESENT:

Terrell Smith, City Manager	Reggie Cooper, Fire Chief
Cliff Carruth, Police Chief	Dawn Jones, Finance Director
Eric Powell, Public Works Director	Scott Rectenwald, City Attorney
Christol Hall, HR/Civil Service Director	
Anna Lane, Community Services Director	
Randy Pritchard, Support Services Director	
Nikki Smith, City Secretary/Payroll Accountant	
Alex Agnor, Economic Development & Strategic Initiatives Director	
Marina Garcia-Heredia, Parks	

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

- A. National Telecommunicators Week Proclamation. (Police)
Mayor Ware read the proclamation and presented it to members of the Marshall Police Department.

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.

There were no citizen comments.

5. Items to be Withdrawn From Consent Agenda

Item C was withdrawn.

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 Abraham made a motion to approve the Consent Agenda.

Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

- 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)
- D. Consider approval of the City of Marshall Cash Handling Policy. (Finance)

7. Consideration of Items Withdrawn From the Consent Agenda

- C. Consider approval of an Ordinance amending the Fiscal year 2024 annual budget. (Finance)
Councilmember Godfrey stated her reasons for withdrawing this item.

Kristina Hamilton, Assistant Finance Director, provided information regarding the budget amendment stating it included a mid-year salary adjustment for the Police and Fire departments and recruitment efforts for a Fire Chief.

Councilmember Godfrey made a motion to approve an ordinance amending the Fiscal Year 2024 Annual Budget. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

8. City Manager Reports and Requests for City Council Consideration

- A. Consider approval of Golf Cart Lease (Parks & Recreation)

Marina Garcia-Heredia, Parks Director, provided information regarding a new lease option for golf carts for the Oaklawn Municipal Golf Course. Marina Garcia-Heredia asked for approval of a lease agreement with EZ Go Cushman for 25 carts at a cost of \$19,000.

Councilmembers asked questions and discussed.

Councilmember Abraham made a motion to approve a Golf Cart Lease with EZ Go Cushman. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

- B. Consider approval of an expenditure of \$74,945 to purchase new furniture and consoles for the Marshall Telecommunications Center. (Police)
Cliff Carruth, Police Chief, provided information regarding an expenditure of \$74,945.13 for new furniture and consoles for the Marshall Telecommunications Center. Cliff Carruth asked for approval to purchase the furniture from Watson Furniture Group, with funding from the Texas Eastern 911 grant the Police Department received.

Councilmembers asked questions and discussed.

Councilmember Godfrey made a motion to approve an expenditure of \$74,945 to purchase new furniture and consoles for the Marshall Telecommunications Center. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

- C. Harrison Central Appraisal District Update. (Finance)
Dawn Jones, Finance Director, introduced Lee Flowers, Harrison Central Appraisal District, who provided information regarding the 2024 Value Estimate, Certification and Tax Rate Setting Plan.

Councilmembers asked questions and discussed.

9. Adjournment

Councilmember Godfrey made a motion for adjournment. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: April 25, 2024
ITEM #: 6.B
SUBJECT: Consider approval of Work Order for Wicker Construction - 2" Watermain Replacement Program. (Public Works)

Recommendation for Action: Approval of work order - Wicker Construction

Executive Summary: This work order is for the first part of a multipart (multi-year) 2" watermain replacement and upgrade program within the City of Marshall. The City Council approved the award of contract for the 2024 Labor and Equipment bid to Wicker Construction on September 28, 2023. This is the first work order under the current contract and is for the replacement of approximately 6,100 feet of 2" water main. The undersized mains will be replaced with new 6" watermain including all hydrants, valves, fittings and service connections. The work is estimated to last approximately 60 working days or 12 weeks, depending on weather and other factors.

Funds from ARPA-CFRG as well as the 2024 operating budget will be used for this expenditure (\$204,830 from ARPA-CFRG and \$100,000 from the 2024 operating budget).

Budget Cost: \$304,830

Staff Contact: Eric Powell, PE Director

Attachments: 1. 2024WorkOrder-2inchWMWickerConst

WICKER CONSTRUCTION, INC.
P.O. BOX 6765
SHREVEPORT, LA 71136

Monday, March 25, 2024

City of Marshall Texas
Eric Powell, PE
Director of Public Works/City Engineer
P.O. Box 698
Marshall, TX 75671
powell.eric@marshalltexas.net

BUDGET COST FOR 8 STREETS (see attached map)

STREET SECTIONS	QUANTITY	AVERAGE	TOTAL DAYS	Street Section Total Days
May -- Texas to Lake				
Haul and string pipe	620.00	10,560.00	0.06	
6" Water Main	620.00	200.00	3.10	
Tie-in to existing water main	2.00	2.00	1.00	
Fire Hydrant assy	1.00	5.00	0.20	
long water service	1.00	8.00	0.13	
short water service	7.00	12.00	0.58	
Locate Existing Utilities	1.00	4.00	0.25	
Hydrostatic Testing	620.00	2,500.00	0.25	
Clean up	620.00	5,280.00	0.12	5.68 DAYS
Texas -- Ida to May				
Haul and string pipe	280.00	10,560.00	0.03	
6" Water Main	280.00	200.00	1.40	
Tie-in to existing water main	2.00	2.00	1.00	
Fire Hydrant assy	1.00	5.00	0.20	
long water service	4.00	8.00	0.50	
short water service	4.00	12.00	0.33	
Locate Existing Utilities	1.00	6.00	0.17	
Hydrostatic Testing	280.00	2,500.00	0.11	
Clean up	280.00	5,280.00	0.05	3.79 DAYS
Texas -- May to Popular				
Haul and string pipe	1,180.00	10,560.00	0.11	
6" Water Main	1,180.00	200.00	5.90	
Tie-in to existing water main	4.00	2.00	2.00	
Fire Hydrant assy	4.00	5.00	0.80	
long water service	3.00	8.00	0.38	
short water service	8.00	12.00	0.67	
Locate Existing Utilities	1.00	3.00	0.33	
Hydrostatic Testing	1,180.00	2,500.00	0.47	
Clean up	1,180.00	5,280.00	0.22	10.88 DAYS
Lane -- May to Summit				
Haul and string pipe	580.00	10,560.00	0.05	
6" Water Main	580.00	160.00	3.63	
Tie-in to existing water main	2.00	2.00	1.00	
Fire Hydrant assy	1.00	5.00	0.20	
long water service	5.00	8.00	0.63	
short water service	5.00	12.00	0.42	
Locate Existing Utilities	1.00	4.00	0.25	
Hydrostatic Testing	580.00	2,500.00	0.23	
Clean up	580.00	5,280.00	0.11	6.51 DAYS
May -- Sledge to Texas				
Haul and string pipe	840.00	10,560.00	0.08	
6" Water Main	840.00	200.00	4.20	
Tie-in to existing water main	5.00	2.00	2.50	
Fire Hydrant assy	3.00	5.00	0.60	
long water service	5.00	8.00	0.63	
short water service	7.00	12.00	0.58	
Locate Existing Utilities	1.00	4.00	0.25	
Hydrostatic Testing	840.00	2,500.00	0.34	
Clean up	840.00	5,280.00	0.16	9.33 DAYS
Summit -- Jefferson to Louisiana				
Haul and string pipe	780.00	10,560.00	0.07	
6" Water Main	780.00	200.00	3.90	
Tie-in to existing water main	4.00	2.00	2.00	
Fire Hydrant assy	3.00	5.00	0.60	
long water service	7.00	8.00	0.88	
short water service	7.00	12.00	0.58	
Locate Existing Utilities	1.00	4.00	0.25	

Hydrostatic Testing	780.00	2,500.00	0.31	
Clean up	780.00	5,280.00	0.15	8.74 DAYS
Summit -- Lane to West				
Haul and string pipe	590.00	10,560.00	0.06	
6" Water Main	590.00	200.00	2.95	
Tie-in to existing water main	3.00	2.00	1.50	
Fire Hydrant assy	2.00	5.00	0.40	
long water service	3.00	8.00	0.38	
short water service	5.00	12.00	0.42	
Locate Existing Utilities	1.00	4.00	0.25	
Hydrostatic Testing	590.00	2,500.00	0.24	
Clean up	590.00	5,280.00	0.11	6.30 DAYS
Texas -- Popular to Main				
Haul and string pipe	560.00	10,560.00	0.05	
6" Water Main	560.00	200.00	2.80	
Tie-in to existing water main	3.00	2.00	1.50	
Fire Hydrant assy	2.00	5.00	0.40	
long water service	4.00	8.00	0.50	
short water service	4.00	12.00	0.33	
Locate Existing Utilities	1.00	4.00	0.25	
Hydrostatic Testing	560.00	2,500.00	0.22	
Clean up	560.00	5,280.00	0.11	6.17 DAYS
TOTAL DAYS				57.41 57.41

LABOR & EQUIPMENT COST PER DAY

DESCRIPTION	QUANTITY	DAILY RATE PER EACH	TOTAL DAILY RATE
4 WHEEL DRIVE RUBBER TIRE BACKHOE	1	\$ 992.00	\$ 992.00
MINI EXCAVATOR	2	\$ 1,042.00	\$ 2,084.00
HEAVY LABORER	1	\$ 592.00	\$ 592.00
TRACK/RUBBER TIRE EQUIPMENT OPERATOR	2	\$ 769.00	\$ 1,538.00

			\$ 5,206.00

SINGLE AXLE DUMP TRUCK--(DUMP TRAILER
7 cubic yard)

AS NEEDED

\$1,007.00

TBD

DESCRIPTION	TOTAL DAYS	LABOR & EQUIPMENT COST PER DAY	TOTAL COST	
8 STREETS--APPROXIMATELY 5,430 FEET OF 6" WATER MAIN, TIE-INS, FIRE HYDRANTS AND WATER SERVICES	58	\$ 5,206.00	\$ 301,948.00	***Rounded up the total days***
SINGLE AXLE DUMP TRUCK	0	\$ 1,007.00	\$ -	***City will haul off excess dirt and bring gravel base for driveway/street xings as needed
MOBILIZATION/DEMOBILIZATION	1	\$ 2,882.00	\$ 2,882.00	***Will be able to do all 8 Streets with One Mobilization***

BUDGET COST			\$ 304,830.00	


WICKER CONSTRUCTION, INC.



TO: City Council
DATE: April 25, 2024
ITEM #: 6.C
SUBJECT: Consider approval to award a contract for the West End Lift Station project. (Public Works)

Recommendation for Action: Award of Contract to J2 Construction Services, LLC

Executive Summary: This project was originally identified in the 2022 System-Wide Lift Station Evaluation Master Plan prepared by Schaumburg and Polk, Inc. (SPI). The West End Lift Station was a number 2 priority after the East End Lift Station Project (completed in 2023). Plans and specifications were completed in the fall of 2023 and the first round of bidding occurred in early 2024 with the results being one single bidder and the bid price exceeding the Engineer's Opinion of cost. Those bids were rejected at the March 7, 2024, Council Meeting.

Engineers from SPI along with City staff from the Public Works Department reviewed the first bid and plans to determine where there might be adjustments made that would help explain the scope of work in more detail and result in more accurate pricing. Notice to bidders was sent out in late March and the resulting bids were received and opened on April 11, 2024. The attached bid tabulation and recommendation letter from SPI shows that there were three bidders this time and the low bidder was closer to the opinion of cost but still over. A discussion followed with SPI and City staff, and it was determined that these are the best prices we will get for the scope of work given the current cost of materials and products.

Therefore, we are requesting the award of a contract to J2 Contracting Services, LLC in the amount of \$1,623,539. We will be using a combination of ARPA-CFRG funds as well as operating funds to cover the project expenditures.

Budget Cost: \$1,623,539

Staff Contact: Cory Owen, Assistant Director - Treatment Services

Attachments: 1. Recommendation Letter and Bid Tab Summary

Date: 4-15-24

Eric Powell, P.E.
 Public Works Director
City of Marshall
 605 East End Blvd South
 Marshall, TX 75670

Re: ARPA West Side Lift Station Improvements

Mr. Powell,

As you are aware, bids for the above-referenced project were solicited and opened on 4-4-2024. A total of Four (4) base bids were received. See attached for the Bid Proposal summary.

ORIGINAL BASE BID SCHEDULE SUMMARY

BASE BID	CONTRACTOR			
	J2 Construction Services, LLC	Axis Construction, LLC	McKinney & Moore of Texas, LLC	TAKNEK
TOTAL BASE BID	\$1,623,539.00	\$1,790,000.00	\$2,250,353.15	\$2,556,190.00

Our office has reviewed the qualifications of J2 Construction Services, LLC. The Contractor will provide bonds to construct the project. The Contractor also has access to adequate equipment and manpower to construct the project.

It is the recommendation of Schaumburg & Polk, Inc. that the contract for the City of Marshall, ARPA West Side Lift Station Improvements project, in the amount of \$1,623,539.00 be awarded to J2 Construction Services, LLC if sufficient funds are available.

Sincerely,
Schaumburg & Polk, Inc.


 Jeremy Buechter
 Executive Vice President

City of Marshall
ARPA West Side Lift Station Improvements
April 4, 2024 at 3:00 PM
Marshall City Hall, 401 S Alamo Boulevard, Marshall, TX 75670

Base Bid Items				J2 Construction Services		Axis Construction, LLC		McKinney & Moore of Texas, LLC		TAKNEK	
Bid No.	Quantity	Unit	Item Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	1	LS	CONTRACTOR MOBILIZATION, BONDS AND INSURANCE	\$ 62,500.00	\$ 62,500.00	\$ 150,000.00	\$ 150,000.00	\$ 166,721.38	\$ 166,721.38	\$ 110,000.00	\$ 110,000.00
2	1	LS	TRAFFIC CONTROL	9,950.00	9,950.00	20,000.00	20,000.00	39,033.30	39,033.30	30,000.00	30,000.00
3	1	LS	OSHA COMPLIANT TRENCH AND EXCAVATION SAFETY	1,125.00	1,125.00	4,000.00	4,000.00	43,921.38	43,921.38	15,000.00	15,000.00
4	1	LS	CONSTRUCTION STAKING & UTILITIES LOCATES	9,375.00	9,375.00	2,500.00	2,500.00	22,189.99	22,189.99	10,000.00	10,000.00
5	1	LS	EROSION CONTROL	4,437.00	4,437.00	4,000.00	4,000.00	23,921.38	23,921.38	20,000.00	20,000.00
6	1	LS	PRE-CONSTRUCTION LOCATION & CONFIRMATION OF EXISTING UTILITIES	3,125.00	3,125.00	3,000.00	3,000.00	18,921.38	18,921.38	10,000.00	10,000.00
7	1	LS	BYPASS PUMPING	230,000.00	230,000.00	80,000.00	80,000.00	247,461.78	247,461.78	30,000.00	30,000.00
8	100	CY	REPLACEMENT OF EMBEDMENT	100.00	10,000.00	20.00	2,000.00	285.89	28,589.26	150.00	15,000.00
9	500	CY	REPLACEMENT OF BACKFILL MATERIAL	29.00	14,500.00	2.00	1,000.00	198.28	99,141.58	30.00	15,000.00
10	1	LS	REMOVAL AND DISPOSAL OF EXISTING CHAINLINK FENCE	750.00	750.00	6,000.00	6,000.00	14,033.30	14,033.30	2,500.00	2,500.00
11	1,503	LF	PROPOSED 12-IN D2241 PR160 SDR 26 PVC FORCE MAIN	107.00	160,821.00	90.00	135,270.00	111.88	168,155.64	450.00	676,350.00
12	271	LF	PROPOSED 12-IN SDR 26 PVC GRAVITY SEWER LINE	88.00	23,848.00	100.00	27,100.00	106.42	28,839.82	450.00	121,950.00
13	120	LF	ADDITIONAL COST FOR 20-IN STANDARD WEIGHT STEEL ENCASEMENT BY DRY BORE	336.00	40,320.00	350.00	42,000.00	547.99	65,758.80	500.00	60,000.00
14	30	SY	REMOVE AND DISPOSE OF CONCRETE SIDEWALK	85.00	2,550.00	170.00	5,100.00	304.84	9,145.20	150.00	4,500.00
15	63	SY	REMOVE AND DISPOSE OF ASPHALT PAVEMENT	13.00	819.00	65.00	4,095.00	183.96	11,589.48	250.00	15,750.00
16	1	LS	REMOVE AND DISPOSE OF EXISTING BRICK VALVE VAULT AND CONSTRUCT NEW CAST-IN-PLACE CONCRETE VALVE VAULT	12,200.00	12,200.00	15,000.00	15,000.00	37,072.58	37,072.58	12,000.00	12,000.00
17	1	LS	REMOVE AND REPLACE EXISTING LIFT STATION PUMPS	314,000.00	314,000.00	380,000.00	380,000.00	340,954.58	340,954.58	371,540.00	371,540.00
18	2	EA	NEW 4-FT DIAMETER CONCRETE MANHOLE	5,000.00	10,000.00	8,000.00	16,000.00	9,258.67	18,517.34	7,500.00	15,000.00
19	1	EA	CONNECT TO EXISTING GRAVITY SANITARY SEWER LINE	1,285.00	1,285.00	2,000.00	2,000.00	13,960.22	13,960.22	5,000.00	5,000.00
20	2	EA	RECONNECT EXISTING SEWER SERVICES	1,500.00	3,000.00	1,500.00	3,000.00	7,023.65	14,047.30	5,000.00	10,000.00
21	1	LS	CUT, PLUG, AND ABANDON EXISTING SANITARY SEWER LINE	2,100.00	2,100.00	2,000.00	2,000.00	14,358.26	14,358.26	5,000.00	5,000.00
22	1	LS	MISCELLANEOUS PIPING UPGRADES	30,370.00	30,370.00	36,000.00	36,000.00	26,058.34	26,058.34	75,000.00	75,000.00
23	1	LS	PROPOSED 12'X10.5' ELECTRICAL SHELTER BUILDING	52,000.00	52,000.00	130,000.00	130,000.00	80,263.27	80,263.27	75,000.00	75,000.00
24	1	LS	BASIC ELECTRICAL MATERIAL FOR LIFT STATION SITE	165,000.00	165,000.00	200,000.00	200,000.00	153,508.18	153,508.18	400,000.00	400,000.00
25	1	LS	NEW GENERATOR	109,663.00	109,663.00	125,000.00	125,000.00	107,508.22	107,508.22	100,000.00	100,000.00
26	2	EA	PROPOSED 16" WIDE DOUBLE SWING GATE AND LEVELING	2,520.00	5,040.00	3,000.00	6,000.00	5,450.59	10,901.18	5,000.00	10,000.00
27	240	LF	PROPOSED NEW SECURITY CHAINLINK FENCE	34.00	8,160.00	60.00	14,400.00	89.92	21,580.80	160.00	38,400.00
28	467	SY	PROPOSED CONCRETE PAVEMENT	140.00	65,380.00	110.00	51,370.00	107.35	50,132.45	180.00	84,060.00
29	11	SY	PROPOSED CONCRETE GUTTER	56.00	616.00	200.00	2,200.00	791.02	8,701.22	150.00	1,650.00
30	27	SY	PROPOSED CONCRETE SIDEWALK	112.00	3,024.00	100.00	2,700.00	340.78	9,201.06	150.00	4,050.00
31	10	LF	PROPOSED CONCRETE CURB	56.00	560.00	80.00	800.00	740.12	7,401.20	70.00	700.00
32	667	SY	OPEN CUT AND REPAIR ASPHALT PAVEMENT	82.00	54,694.00	95.00	63,365.00	180.45	120,360.15	50.00	33,350.00
33	1	LS	PROPOSED TYPE RW Q(L)A RETAINING WALL	51,750.00	51,750.00	52,848.00	52,848.00	55,414.22	55,414.22	25,000.00	25,000.00
34	271	LF	TV INSPECTION OF COMPLETED SANITARY SEWER LINE	12.00	3,252.00	12.00	3,252.00	70.65	19,146.15	90.00	24,390.00
35	1	AC	SEED AND FERTILIZER	12,325.00	12,325.00	3,000.00	3,000.00	16,589.26	16,589.26	5,000.00	5,000.00
36	1	LS	CLEARING AND GRUBBING	35,000.00	35,000.00	85,000.00	85,000.00	27,253.50	27,253.50	15,000.00	15,000.00
37	1	LS	OWNER'S ALLOWANCE FOR SCADA	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
38	1	LS	OWNER'S ALLOWANCE FOR LANDSCAPING	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
39	1	LS	OWNER'S ALLOWANCE FOR MATERIAL TESTING	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
40	1	LS	OWNER'S ALLOWANCE FOR FIELD CHANGES	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00

Total Base Bid (Items 1 - 40):	\$	1,623,539.00	\$	1,790,000.00	\$	2,250,353.15	\$	2,556,190.00
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ALTERNATE #1.				J2 Construction Services		Axis Construction, LLC		McKinney & Moore of Texas, LLC		TAKNEK	
Bid No.	Quantity	Unit	Item Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	1	LS	REMOVE AND REPLACE EXISTING LIFT STATION PUMPS WITH NEW PUMPS MANUFACTURED BY EBARA MODEL 200 DLFU AND VFD'S AS AN ALTERNATE TO BASE BID ITEM 18	\$ 428,000.00	\$ 428,000.00	\$ 450,000.00	\$ 450,000.00	\$ -	\$ -	\$ 450,000.00	\$ 450,000.00

Alternate Bid #1 (Item #1):	\$	428,000.00	\$	450,000.00	\$	-	\$	450,000.00
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TO: City Council
DATE: April 25, 2024
ITEM #: 6.D
SUBJECT: Consider two appointments to the Historic Landmark Preservation Board. (Main Street)

Recommendation for Action: It is staff recommendation to appoint Kristal Jeans and Elizabeth Bradshaw to the Historic Landmark Preservation Board.

Executive Summary: HISTORIC LANDMARK PRESERVATION BOARD

The Historic Landmark Preservation Board is responsible for the historic landmark preservation plan and makes recommendations on establishing historic landmark preservation districts in the city limits. Members of this board must have knowledge and experience in history, art, architecture, or real estate planning and development, and have demonstrated interest, competence, or knowledge in historical preservation. The term of service on this board is two years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms that a member can serve. The current members of this board are Jay Carriker, Tony Crosby, Travis Keeney, Rita Louise, Charles Cornish, Mary Lynn Vassar, and Jonathan McCarthy. The staff member who works with this board is Lacy Burson, Main Street Manager. Questions may be directed to Mrs. Burson at 903-934-7902 or at Burson.lacy@marshalltexas.net.

Tony Crosby and Mary Lynn Vassar indicated a desire to step down from the board and have offered a letter of resignation.
It is the recommendation of Staff to and appoint Kristal Jeans and Elizabeth Bradshaw

Budget Cost: \$0

Staff Contact: Lacy Burson, Main Street Manager

Attachments: None



TO: City Council
DATE: April 25, 2024
ITEM #: 8.A
SUBJECT: Consider approval of an ordinance amending Chapter 31, Section 31-62: Updated Water Conservation Plan. (Public Works)

Recommendation for Action: Approval of resolution adopting the City Water Conservation Plan

Executive Summary: Every five (5) years, the City of Marshall must prepare and adopt by resolution a "Water Conservation Plan" and submit it to the TCEQ. The purpose of a Water Conservation Plan is to ensure water use efficiency within our operation. The Water Conservation Plan is a strategy or combination of strategies for reducing the consumption of water, reducing the loss or waste of water, improving, or maintaining the efficiency in the use of water, or increasing recycling and reuse of water.

Budget Cost: \$0

Staff Contact: Eric Powell, PE Director\Cory Owen - Assistant Director for Treatment Services

Attachments:

1. Water Conservation Plan Amending Ordinance
2. Water Conservation Plan 4-22-24

ORDINANCE NO. 24-

AN ORDINANCE OF THE CITY OF MARSHALL, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF MARSHALL, CHAPTER 31, WATER AND SEWERS, ARTICLE IV, SECTION 31-62 BY ADOPTING A NEW WATER CONSERVATION PLAN; PROMOTING RESPONSIBLE USE OF WATER; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City recognizes the need to make efficient use of its water supply; and

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board (TWDB) have developed guidelines and requirements governing the development of water conservation plans; and

WHEREAS, Title 30, Chapter 288, of the Texas Administrative Code and the regulations of the TCEQ require that the City adopt a Water Conservation Plan; and

WHEREAS, the City Council of the City of Marshall desires to adopt a new Water Conservation Plan as official City policy for the conservation of water; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS:

SECTION 1. That Section 31-62) of the Code of Ordinances of the City of Marshall, Texas, is hereby amended to read as follows:

"(1) Water conservation plan. The 2024 Water Conservation Plan for the City of Marshall is hereby adopted by reference and a true copy of such plan shall be retained by the City Secretary and Director of Public Works and be available for public inspection during all business hours of the City of Marshall."

SECTION 2. The City Council does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and enacted. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

SECTION 3. The City Manager or his designee is hereby directed to file a copy of the Plan and this ordinance with the TCEQ, TWDB, and the Region C Water Planning Group in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

PASSED, APPROVED, and ADOPTED this _____ day of _____, 2024

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED:

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

ATTEST:

City Secretary



CITY OF MARSHALL, TX

WATER CONSERVATION PLAN

Updated By



SCHAUMBURG & POLK, INC.

320 S. Broadway Ave., Suite 200

Tyler, Texas 75702

903-595-3913 P

903-595-2093 F

www.spi-eng.com

April 2024

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WATER CONSERVATION PLAN

INTRODUCTION

This water conservation plan has been developed for the City of Marshall's residential, commercial, and industrial retail water customers. The purpose of this plan is to encourage a permanent reduction in the quantity of water utilized by City customers through the implementation of efficient water supply and usage practices. Through the structured and systematic application of the contents of this water conservation plan the City anticipates a significant reduction in per capita water use over the next 10 years.

LOCATION AND GENERAL DESCRIPTION

The City of Marshall is located in North East Texas centered on the intersection of Highway 80 and Highway 59 in Harrison County. The 2010 census shows the City had a population of approximately 23,523. As of 2023, the estimated population of the City has grown to approximately 24,894 constituents. Average annual rainfall for the City is approximately 50 inches.

WATER SYSTEM DESCRIPTION

The City of Marshall provides potable water within its city limits as well as additional area in the Certificate of Convenience and Necessity (CCN) number 11064. The service area is attached as **Exhibit 1**.

Service Area: The City of Marshall currently provides water to approximately 9,012 service connections. The majority of these connections are located within Marshall City Limits, however the City provides water service to several residential customers outside of the city limits. The approximate water service area is shown on attached **Exhibit 1**.

Water Supply: The City of Marshall possesses surface water rights from the Texas Commission of Environmental Quality (TCEQ) to divert an annual 16,000 acre-feet from Big Cypress Bayou.

Water System Operation: The entire system for the City of Marshall is listed as one pressure plane and is composed of a raw water intake structure and pumps, two (2) clear wells, elevated storage tanks, and water treatment facilities. In general, operation procedures consist of pumping raw water from Big Cypress Bayou to the Water Treatment Plant (WTP) located at 605 East End Blvd Marshall, Texas where the raw water is treated using chemicals, clarification, filtration, and disinfection before being pumped to two (2) onsite 3-million gallon clear wells and then into the distribution system. The WTP has a current design capacity of 24.6 million gallons per day (MGD).

Treated water from the clear well is pumped directly into 2 elevated storage tanks with a combined total effective elevated storage of 2,000,000 gallons. The elevated tanks pressurize the system and ensure that water reaches each connection.

Average water consumption for the City of Marshall is approximately 174 gallons per capita day (gpcd) based on records for treated water within the City's distribution system for the previous five years.

UTILITY PROFILE

Exhibit 2 of this plan is a utility profile that includes population and customer information, water use data, water supply data, and wastewater system data for the City of Marshall.

SPECIFIC, QUANTIFIED 5 & 10-YEAR GOALS

For the previous five years, customers of the City of Marshall have used an average of 174 gallons per capita day (GPCD), including residential usage of approximately 70 GPCD, of water. The City has experienced an average water loss of 49 GPCD in that time frame, or twenty eight percent (28%) of total daily water use per capita. A reduction in these numbers could benefit the system financially and allow for the future availability of water supplies for generations to come.

The City of Marshall is committed to limiting water loss and unaccounted for water use throughout its system. Specific 5 and 10 year water conservation goals for the City are as follows:

- 5-Year Goals: Reduce average per capita water consumption by 8.05% to 160 gallons per capita day and reduce water loss to below 27%.
- 10-Year Goals: Reduce average per capita water consumption by 10.92% to 155 gallons per capita per day and reduce water loss to below 25%.

The 5- and 10-year goals for the City of Marshall are summarized in **Exhibit 3**.

METERING SERVICES

The City of Marshall maintains a master meter at the pump station at the intake structure that measures the amount of water delivered to the WTP. Additionally, water pumped into the distribution system is monitored at the clear well. The City's master meter shall be calibrated annually to within +/- 2% accuracy to insure proper measurement of the quantity of water diverted into its distribution system.

UNIVERSAL METERING

The City of Marshall meters all water pumped into its distribution system as described in the section above. In addition, all service connections, interconnections, swimming pools, parks, and municipal structures operated by the City are metered or will be metered to help closely monitor actual water use, water losses, and prevent unauthorized use. Meters two inches and larger shall be tested every three years in accordance with American Water Work Association (AWWA) standards to provide minimum accuracy of +/- five percent (5%). The City will also provide preventative maintenance programs, including regular testing, repairs, and replacement, for water meters to meet AWWA standards.

WATER LOSS CONTROL MEASURES

In an effort to reduce unaccounted-for water use and water loss due to broken water mains, leaky joints, faulty service meters, illegal service connections, and unmetered water usages such as line flushing, the City shall perform the following tasks:

- Yearly: Perform water system audits comparing the amount of water pumped into the distribution system to the amount of water consumed based on water meter readings as per TWDB guidelines. This report shall be submitted to TWDB every 5 years.

- Monthly: Review monthly water consumption for all system meters in comparison to previous monthly usages. This data can be used to help identify possible leaks in the system or potential issues with meters.
- Daily: Record unmetered water usages, such as line flushing or other city related water use, and review monthly.
- Daily: Implement a program to observe distribution system piping and meters for leaks daily. Areas known to have water loss issues or are at high risk shall be the focus of these daily observations. All findings from daily observation shall be recorded and reviewed monthly.

CONTINUING PUBLIC EDUCATION & INFORMATION

The City of Marshall is committed to providing continuing public education on the importance of water conservation and water conserving strategies. The City's continuing public education and information program is as follows:

- The City shall provide a packet of water conservation literature for all new water customers.
- The City shall provide water conservation literature to all customers via social media campaigns.
- The City shall consider conducting a public participation meeting annually to review this water conservation plan and to solicit input from water service customers.
- The City shall obtain water conservation literature and materials as developed by the Texas Water Development Board (TWDB) and the American Water Works Association (AWWA) and make this information readily available to all water service customers.
- The City shall make water conservation literature available at City Hall and online at the city's website.

Water conservation literature to be distributed shall include information on low flow plumbing features and devices, retrofitting existing plumbing features, conservation orientated landscaping and irrigation, and other general conservation strategies.

NON-PROMOTIONAL WATER RATE STRUCTURE

In an effort to maintain a water rate structure that encourages water conservation, the City shall examine its rates annually. Currently, the City has a graduated water rate system and those rates are as attached in **Exhibit 4**.

COORDINATION WITH THE REGIONAL WATER PLANNING GROUPS

The service area of the City of Marshall is located within the North East Texas Region (Region D) and the City of Marshall will provide a copy of this water conservation plan to the Region D Water Planning Group.

WATER CONSERVATION RETROFIT PROGRAM

Retrofit of existing plumbing fixtures for the City of Marshall shall be accomplished through voluntary efforts of City water customers. The City shall encourage citizens to install conservation oriented plumbing features through literature and materials distributed as part of the public education portion of this water conservation program. Local plumbers shall also be

encouraged to recommend water conserving applications and devices including but not limited to low flow toilets, shower heads, faucets, and urinals. Recirculation filtration equipment will also be encouraged for use in swimming pools.

PLUMBING CODE

The city shall consider an ordinance to adopt the National Standard Plumbing Code, 2015 Edition.

REVISIONS AND MODIFICATIONS

This Plan is applicable to the water supply and water distribution system as it currently exists for the City of Marshall. The City reserves the right to amend this plan when conditions change that affect its water supply and/or distribution system. All modifications, deletions, additions, or changes to this plan shall be submitted to the Texas Water Development Board for approval.

WHOLESALE WATER SUPPLY CONTRACTS

In the event that the City of Marshall provides wholesale water supply, the City will include a requirement in every wholesale water supply contract entered into or renewed after official adoption of the Plan, including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using applicable elements in 30 TAC Chapter 288. If the wholesale customer intends to resell the water, then the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with 30 TAC Chapter 288.

ENFORCEMENT PROCEDURE & PLAN ADOPTION

Implementation and enforcement of this plan shall be by the authority of the City of Marshall, a municipal entity in the State of Texas.

The City Manager and Water Plant Operator shall be responsible for implementation of this water conservation plan. The City Manager shall be responsible for general oversight of all portions of implementation and enforcement of this plan, as well as notifying customers of deviations in the City's water conservation plan. The Water Plant Operator shall be responsible for record keeping and preparation of an annual report on the status of the City's water conservation program. The annual report shall include but not be limited to an evaluation of the overall effectiveness of the plan, public acceptance of the plan, and the status of implementation for this water conservation plan. This report shall be submitted to the City Administrator and presented for approval before the City Council.

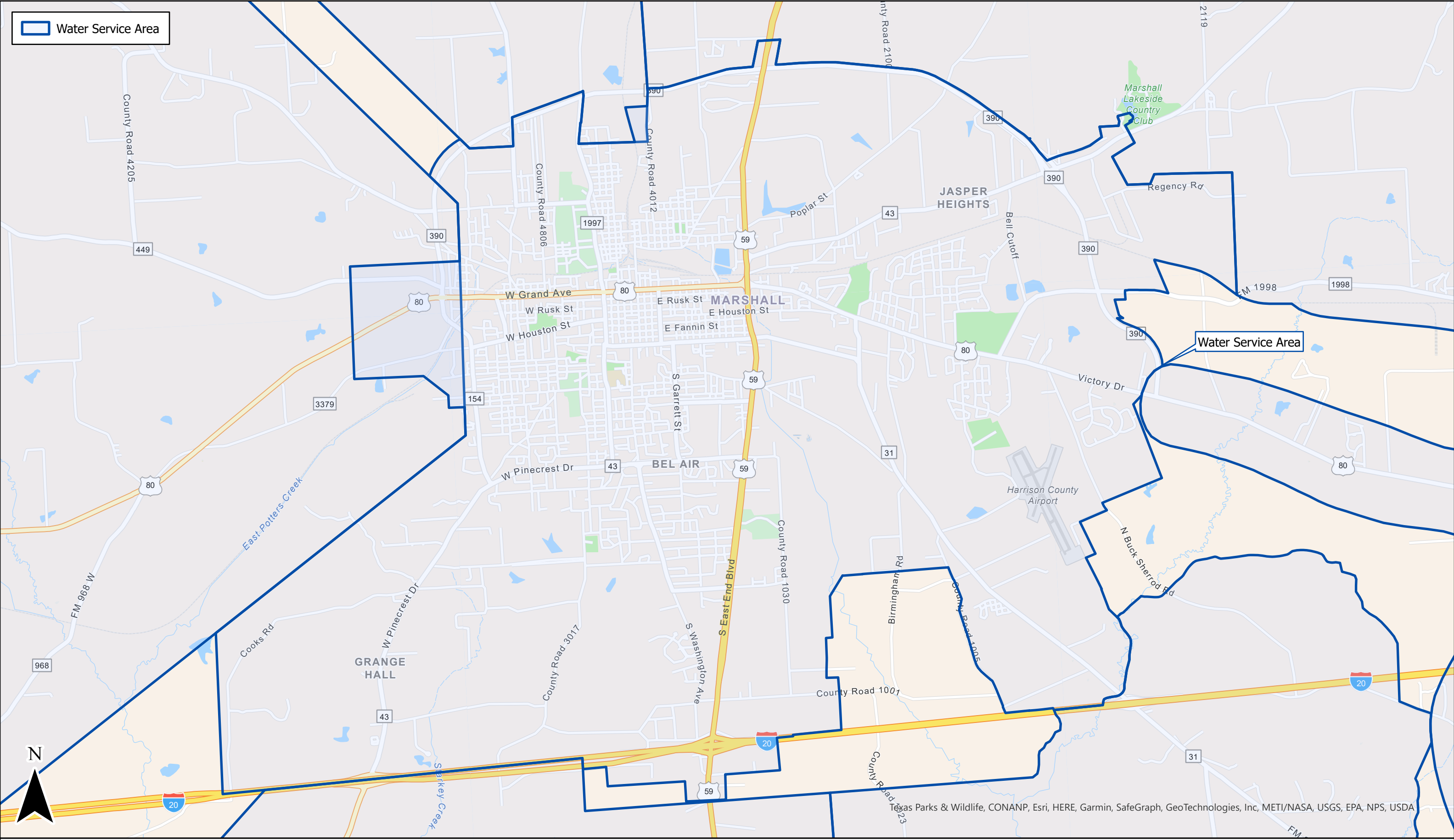
The City shall perform the following items in conjunction with enforcing and adopting this plan:

- Adopt an amendment to chapter 31 of the City Ordinance supporting the water conservation plan, and authorizing implementation and enforcement of the plan.

Attached as **Exhibit 5** is the Amending Ordinance Chapter 31.

Exhibit 1

Service Area Map



Texas Parks & Wildlife, CONANP, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA



SCHAUMBURG & POLK, INC.
BEAUMONT | HOUSTON | GARLAND | TERRELL | TYLER
320 S. Broadway Ave., Suite 200
Tyler, TX 75702
936-595-8913
Firm Registration No. F-520

City of Marshall Water Service Area Map

1" = 4,000'

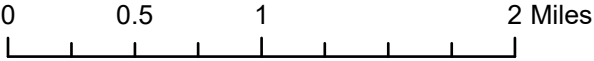


Exhibit 2

Utility Profile

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Fill out this form as completely as possible.
If a field does not apply to your entity, leave it blank.

CONTACT INFORMATION

Name of Utility: _____

Public Water Supply Identification Number (PWS ID): _____

Certificate of Convenience and Necessity (CCN) Number: _____

Surface Water Right ID Number: _____

Wastewater ID Number: _____

Completed By: _____ Title: _____

Address: _____ City: _____ Zip Code: _____

Email: _____ Telephone Number: _____

Date: _____

Regional Water Planning Group: _____ [Map](#)

Groundwater Conservation District: _____ [Map](#)

Check all that apply:

Received financial assistance of \$500,000 or more from TWDB

Have 3,300 or more retail connections

Have a surface water right with TCEQ

Section I: Utility Data

A. Population and Service Area Data

1. Current service area size in square miles: _____
(Attach or email a copy of the service area map.)
2. Provide historical service area population for the previous five years, starting with the most current year.

Year	Historical Population Served By Retail Water Service	Historical Population Served By Wholesale Water Service	Historical Population Served By Wastewater Service

3. Provide the projected service area population for the following decades.

Year	Projected Population Served By Retail Water Service	Projected Population Served By Wholesale Water Service	Projected Population Served By Wastewater Service
2020			
2030			
2040			
2050			
2060			

4. Describe the source(s)/method(s) for estimating current and projected populations.

B. System Input

Provide system input data for the previous five years.

Total System Input = Self-supplied + Imported – Exported

Year	Self-supplied Water in Gallons	Purchased/Imported Water in Gallons	Exported Water in Gallons	Total System Input	Total GPCD
Historic 5-year Average					

C. Water Supply System (Attach description of water system)

1. Designed daily capacity of system _____ gallons per day.
2. Storage Capacity:
 Elevated _____ gallons
 Ground _____ gallons
3. List all current water supply sources in gallons.

Water Supply Source	Source Type*	Total Gallons

*Select one of the following source types: *Surface water, Groundwater, or Contract*

4. If surface water is a source type, do you recycle backwash to the head of the plant?
 Yes _____ estimated gallons per day
 No

D. Projected Demands

1. Estimate the water supply requirements for the next ten years using population trends, historical water use, economic growth, etc.

Year	Population	Water Demands (gallons)

2. Describe sources of data and how projected water demands were determined. Attach additional sheets if necessary.

E. High Volume Customers

1. List the annual water use, in gallons, for the five highest volume **RETAIL customers**. Select one of the following water use categories to describe the customer; choose Residential, Industrial, Commercial, Institutional, or Agricultural.

Retail Customer	Water Use Category*	Annual Water Use	Treated or Raw

*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

2. If applicable, list the annual water use for the five highest volume **WHOLESALE customers**. Select one of the following water use categories to describe the customer; choose Municipal, Industrial, Commercial, Institutional, or Agricultural.

Wholesale Customer	Water Use Category*	Annual Water Use	Treated or Raw

*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

F. Utility Data Comment Section

Provide additional comments about utility data below.

Section II: System Data

A. Retail Connections

1. List the active retail connections by major water use category.

Water Use Category*	Active Retail Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Residential – Single Family				
Residential – Multi-family (units)				
Industrial				
Commercial				
Institutional				
Agricultural				
TOTAL				

*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

2. List the net number of new retail connections by water use category for the previous five years.

Water Use Category*	Net Number of New Retail Connections				
Residential – Single Family					
Residential – Multi-family (units)					
Industrial					
Commercial					
Institutional					
Agricultural					
TOTAL					

*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

B. Accounting Data

For the previous five years, enter the number of gallons of RETAIL water provided in each major water use category.

Water Use Category*	Total Gallons of Retail Water				
Residential - Single Family					
Residential – Multi-family					
Industrial					
Commercial					
Institutional					
Agricultural					
TOTAL					

*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use](#).

C. Residential Water Use

For the previous five years, enter the residential GPCD for single family and multi-family units.

Water Use Category*	Residential GPCD				
Residential - Single Family					
Residential – Multi-family					

D. Annual and Seasonal Water Use

- For the previous five years, enter the gallons of treated water provided to RETAIL customers.

Month	Total Gallons of Treated Retail Water				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL					

2. For the previous five years, enter the gallons of raw water provided to RETAIL customers.

Month	Total Gallons of Raw Retail Water				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL					

3. Summary of seasonal and annual water use.

Water Use	Seasonal and Annual Water Use					Average in Gallons
Summer Retail (Treated + Raw)						_____
						5yr Average
TOTAL Retail (Treated + Raw)						_____
						5yr Average

E. Water Loss

Provide Water Loss data for the previous five years.

Water Loss GPCD = [Total Water Loss in Gallons ÷ Permanent Population Served] ÷ 365

Water Loss Percentage = [Total Water Loss ÷ Total System Input] x 100

Year	Total Water Loss in Gallons	Water Loss in GPCD	Water Loss as a Percentage
5-year average			

F. Peak Water Use

Provide the Average Daily Water Use and Peak Day Water Use for the previous five years.

Year	Average Daily Use (gal)	Peak Day Use (gal)	Ratio (peak/avg)

G. Summary of Historic Water Use

Water Use Category	Historic 5-year Average	Percent of Connections	Percent of Water Use
Residential SF			
Residential MF			
Industrial			
Commercial			
Institutional			
Agricultural			

H. System Data Comment Section

Provide additional comments about system data below.

Section III: Wastewater System Data

If you do not provide wastewater system services then you have completed the Utility Profile. Save and Print this form to submit with your Plan. Continue with the [Water Conservation Plan Checklist](#) to complete your Water Conservation Plan.

A. Wastewater System Data (Attach a description of your wastewater system.)

- Design capacity of wastewater treatment plant(s): _____
gallons per day.
- List the active wastewater connections by major water use category.

Water Use Category*	Active Wastewater Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Municipal				
Industrial				
Commercial				
Institutional				
Agricultural				
TOTAL				

- What percent of water is serviced by the wastewater system? ____%
- For the previous five years, enter the number of gallons of wastewater that was treated by the utility.

Month	Total Gallons of Treated Wastewater				
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL					

4. Can treated wastewater be substituted for potable water?

Yes

No

B. Reuse Data

1. Provide data on the types of recycling and reuse activities implemented during the current reporting period.

Type of Reuse	Total Annual Volume (in gallons)
On-site irrigation	
Plant wash down	
Chlorination/de-chlorination	
Industrial	
Landscape irrigation (parks, golf courses)	
Agricultural	
Discharge to surface water	
Evaporation pond	
Other	
TOTAL	

C. Wastewater System Data Comment

Provide additional comments about wastewater system data below.

You have completed the Utility Profile. Save and Print this form to submit with your Plan. Continue with the [Water Conservation Plan Checklist](#) to complete your Water Conservation Plan.

Exhibit 3

5 & 10 Year Goals

WATER CONSERVATION PLAN 5- AND 10-YR GOALS FOR WATER SAVINGS

Facility Name: City of Marshall

Water Conservation Plan Year: 2024

	Historic 5yr Average	Baseline	5-yr Goal for year <u>2024</u>	10-yr Goal for year <u>2029</u>
Total GPCD ¹	174	160	160	155
Residential GPCD ²	70	92	90	85
Water Loss (GPCD) ³	49	47	43	41
Water Loss (Percentage) ⁴	28 %	29 %	27 %	25 %

1. Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365

2. Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365

3. Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365

4. Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

Exhibit 4

Water Rate Structure



City of Marshall
2024 Comprehensive Fee Schedule

Category	Fee Description	FY24 Fee Amount
Residential	New Construction/Addition/Remodel Plan Review Permit	100.00
Residential	New Construction/Addition/Remodel Permit Fee (Per Sq. Foot)	0.30
Residential	Accessory Structure Plan Review	50.00
Residential	Accessory Structure Permit Fee (Per Sq. Foot)	0.15
Residential	Electrical, Plumbing, or Mechanical- New Construction or Addition	10% of Original Building Permit Fee
Residential	Interior/ Exterior Remodel	90.00
Residential	Window Replacement (Per window, minimum \$35)	10.00
Residential	Minor Remodeling	50.00
Residential	Irrigation	100.00
Residential	Roofing	50.00
Residential	Certificate of Occupancy	25.00
Residential	Above Ground Pool	100.00
Residential	In Ground Pool	200.00
Residential	Electrical- Panel Replacement/ rewire/ Service- Meter Base Replacement	50.00
Residential	Electrical- others/ repairs	35.00
Residential	Plumbing- Slab leaks/ tunneling/ Sewer main replacement	50.00
Residential	Plumbing- others/ repairs	35.00
Residential	Mechanical- Replacement/ repairs	35.00
Residential	Driveway	35.00
Service Fee	Transfer Fee (Transfer of residential account)	15.00
Service Fee	Reconnect Fee	50.00
Service Fee	Meter Reset Fee	45.00
Service Fee	Courtesy Turn-On Fee	15.00
Service Fee	Temporary Cut-Off Fee	15.00
Service Fee	Emergency Cut-Off Fee	15.00
Service Fee	After-Hour Service Fee	45.00
Service Fee	Meter Testing/Exchange Fee (1" or less)	100.00
Service Fee	Meter Audit Fee	50.00
Service Fee	Meter Reread/High Bill Check Fee	15.00
Service Fee	Return Trip Service Fee	15.00
Service Fee	Meter Tampering Fee	100.00
Service Fee	Returned Check / Insufficient Funds	35.00



City of Marshall
2024 Comprehensive Fee Schedule

Category	Fee Description	FY24 Fee Amount
Sewer	Access Fee	500.00
Sewer	Pretreatment, Annual Waste Hauler Permit (Specified Period Not to Exceed 5 years)	100.00
Sewer	Pretreatment, Setting Sampler for Industry (Per trip)	50.00
Sewer	Pretreatment, Trip Charge for Industry (Per trip)	10.00
Sewer	Pretreatment, Waste Hauler Discharge Fee, Residential Waste (Per gallon)	0.03
Sewer	Pretreatment, Waste Hauler Discharge Fee, Waste Collected Outside City Limits (per gallon)	0.04
Sewer Rates	Sewer Rates Inside City Limits Base Rate	15.39
Sewer Rates	Sewer Rates Inside City Limits (Per 1,000 Gallons)	6.17
Sewer Rates	Sewer Rates Outside City Limits Base Rate	30.78
Sewer Rates	Sewer Rates Outside City Limits (Per 1,000 Gallons)	12.34
Special Event Fires	Includes Pre-Inspection, Fire Watch, and Apparatus (per hour)	50.00
Water	Access Fee	675.00
Water Rates	Schedule of Water Rates (Per 1,000 gallons)	5.05
Water Rates - Leigh Annex	Schedule of Water Rates (Per 1,000 gallons)	5.71
Zoning and Platting Fees	Site Plan Review (Nonresidential Only)	50.00
Zoning and Platting Fees	Annexations	675.00
Zoning and Platting Fees	Planned Unit Developments	50.00
Zoning and Platting Fees	Specific Use Permit	675.00
Zoning and Platting Fees	Right-of-Way Abandonment	50.00
Zoning and Platting Fees	Re-Zone/ Variance	675.00
Zoning and Platting Fees	Preliminary or Final Plat (\$5.00 per lot not including county recording fees)	50.00
Zoning and Platting Fees	Minor Plat (less than 4 lots w/no utility extention) (\$5.00 per lot not including county fees)	675.00
Zoning and Platting Fees	Zoning Verification Letter	50.00
Zoning and Platting Fees	Printing/ Reproduction (Per page)	675.00

Exhibit 5
Amending Ordinance Chapter 31

ORDINANCE NO. 24-

AN ORDINANCE OF THE CITY OF MARSHALL, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF MARSHALL, CHAPTER 31, WATER AND SEWERS, ARTICLE IV, SECTION 31-62 BY ADOPTING AN UPDATED WATER CONSERVATION PLAN; PROMOTING RESPONSIBLE USE OF WATER; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE WATER CONSERVATION PLAN; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City recognizes the need to make efficient use of its water supply; and

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board (TWDB) have developed guidelines and requirements governing the development of water conservation plans; and

WHEREAS, Title 30, Chapter 288, of the Texas Administrative Code and the regulations of the TCEQ require that the City adopt a Water Conservation Plan; and

WHEREAS, the City Council of the City of Marshall desires to adopt a new Water Conservation Plan as official City policy for the conservation of water; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS:

SECTION 1. That Section 31-62) of the Code of Ordinances of the City of Marshall, Texas, is hereby amended to read as follows:

"(1) Water conservation plan. The 2024 Water Conservation Plan for the City of Marshall is hereby adopted by reference and a true copy of such plan shall be retained by the City Secretary and Director of Public Works and be available for public inspection during all business hours of the City of Marshall."

SECTION 2. The City Council does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and enacted. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

SECTION 3. The City Manager or his designee is hereby directed to file a copy of the Plan and this ordinance with the TCEQ, TWDB, and the Region C Water Planning Group in accordance with Title 30, Chapter 288 of the Texas Administrative Code.



TO: City Council
DATE: April 25, 2024
ITEM #: 9.A
SUBJECT: Consider approval to award a contract for the 2024 Street Program. (Public Works)

Recommendation for Action: Approval of Contract Award

Executive Summary: This item is for the upcoming 2024 Street Improvement Program. This year's program consists of two parts, part 1 being a 2" overlay and part 2 being a full depth reconstruction with overlay. The breakdown of estimated costs for each part is as follows:

1. Part 1 - Overlay - \$510,379
2. Part 2 - Reconstruction - \$1,034,394

Bids were taken on March 27, 2024, at 3:00pm and then opened and read aloud. The City received three bids, and they are listed below in order of amount:

1. Rayford Truck and Tractor, Marshall, TX - \$1,500,887.10
2. Texana Land and Asphalt, Inc., Sulphur Springs, TX - \$1,850,000
3. Tatum Excavating, Tatum, TX - \$2,389,640

A review of each submittal by City staff as well as the City Attorney found no irregularities or issues with any of the bids. City staff is recommending to award the contract to Rayford Truck and Tractor of Marshall, TX in the amount of \$1,500,887, 10 with an owner's contingency of 20% equaling \$300,177.42 to cover additional quantities or adjustments in the field as necessary.

Budget Cost: \$1,500,887.10 with an additional 20% owner's contingency of \$300,177.42. Total max budget is \$1,801,064.52

Staff Contact: Eric Powell, PE Director

Attachments:

1. 2024-PW-001treetImprovementssStreetList
2. 2024-PW-001StreetImprovementProgramBidTabulation03282024

CITY OF MARSHALL
DEPARTMENT OF PUBLIC WORKS
ANNUAL STREET IMPROVEMENT PROGRAM



2024 STREET IMPROVEMENT PROGRAM

RECONSTRUCTION

PCI Index	ST Prefix	STREET NAME	ST Suffix	FROM	TO	Length	Width (Avg.)	Area	Tonnage
27		BENITA	DR	POCONO ST	E CAROLANNE BLVD	425	20	944	109
27	E	CAROLANNE	BLVD	S GARRETT ST	S WASHINGTON AVE	1883	40	8,369	962
28	E	EMORY	ST	MEADOW ST	S WASHINGTON AVE	418	24	1,115	128
27		SPEED	ST	HERNDON ST	END	325	24	867	100
28		NOLAN	ST	W HOUSTON ST	SPRING ST	1145	24	3,053	351
27		JEFFERSON	AVE	STATE ST	MAIN ST	148	24	395	45
27	E	TRAVIS	ST	HARPER DR	NEHL ST	2381	30	7,937	913
27		SPEED	ST	HERNDON ST	END	325	24	867	100
28		COMPRESS	ST	MILL ST	GRAND AVE (HWY 80)	764	24	2,037	234
28	E	CAROLANNE	BVLVD	BENITA DR	S GARRETT ST	1701	40	7,560	869
28	N	BOLIVAR	ST	SUMMIT ST	VIRGINIA ST	315	24	840	97
40		MAVERICK	DR	JOHNSON ST	E PINECREST DR	2457	22	6006	690.69
Reconstruction Totals:								39,989	4,599

OVERLAY

PCI Index	ST Prefix	STREET NAME	ST Suffix	FROM	TO	Length	Width (Avg.)	Area	Tonnage
44		4TH	ST	SUMMIT	POPLAR	532	18	1,064	122
44		BRIMM	ST	FAIRVIEW ST	BENITA	391	28	1,216	140
44		CAIN	ST	RALPH	GRAND	285	20	633	73
44		EVANS		HERNDON ST	RALPH	1123	22	2,745	316
44	S	FRANKLIN	ST	W BOWIE ST	W HOUSTON ST	305	22	746	86
44		HANKS	ST	SEDBERRY ST	ROBERTSON ST	414	20	920	106
44		PINE COVE	ST	ELMWOOD ST	LAUREL LN	147	22	359	41
44		PITTS	AVE	VICTORY DR	END	2012	22	4,918	566
45		ALBEMARLE	RD	MEADOWOOD	ARLINGTON	499	30	1,663	191
45	W	ARGYLE	ST	S WASHINGTON AVE	VALLALOMA	132	25	367	42
45		BILLUPS	ST	CARTERS FERRY	BAKER	927	22	2,266	261
45		BROWN	ST	EVANS ST	NORWOOD ST	1457	28	4,533	521
45		BRYAN	ST	S MARION ST	MLK BLVD	677	20	1,504	173
45		BUENA VISTA	CT	BUENA VISTA CT	END	396	30	1,320	152
45		CEDAR	ST	ESPLANADE ST	GEORGE GREGG	1492	28	4,642	534
45	W	CROCKETT	ST	S FULTON ST	S GROVE ST	300	22	733	84
45		ESPLANADE	AVE	W WRIGHT	VIRGINIA	491	22	1,200	138
45		GARRETT	TERR	E MARTINDALE	POCONO ST	535	22	1,308	150
45		HOOD	ST	E BURLESON ST	E RUSK ST	297	22	726	83
45		LUDOLPH	ST	DENTON ST	ROSS ST	257	22	628	72
45		PAMELA	ST	ACADIA ST	BELAIR	433	24	1,155	133
46		FITZGERALD	ST	SHERMAN DR	ENFIELD DR	1,010	30	3,367	387
46		DAVIDGE	DR	GOLDEN OAKS	KINGS	841	22	2,056	236
Overlay Totals:								18,639	2,143

BID TABULATION

City Project: 2024 Street Improvement Program

City Project Number: 2024-PW-001

Bid Opening Time\Date: March 27, 2024 @ 3:00pm

Prepared By: Eric G. Powell, PE, Director\City Engineer

				Engineers Estimate		Tatum Excavating Company		Rayford Truck and Tractor		Texana Land & Asphalt, Inc.	
ITEM NO.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	FURNISH, INSTALL, MAINTAIN & REMOVE BARRICADES, SIGNS & TRAFFIC CONTROL	1	LS	\$ 10,000	\$ 10,000	\$ 235,000.00	\$ 235,000.00	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00
2	PULVERIZE, CEMENT STABILIZE, RESHAPE AND RECOMPACT BASE TO A DEPTH OF EIGHT (8) INCHES.	40,288	SY	\$ 9	\$ 362,592	\$ 18.00	\$ 725,184.00	\$ 7.55	\$ 304,174.40	\$ 12.00	\$ 483,456.00
3	FURNISH AND INSTALL HMAC TYPE “D” SURFACE COURSE, INCLUDING ASPHALT PRIME	8,153	EA	\$ 145	\$ 1,182,185	\$ 170.00	\$ 1,386,010.00	\$ 141.50	\$ 1,153,649.50	\$ 160.00	\$ 1,304,480.00
4	ADJUST VALVE BOX COVER TO OVERLAY GRADE	25	EA	\$ 300	\$ 7,500	\$ 600.00	\$ 15,000.00	\$ 300.00	\$ 7,500.00	\$ 200.00	\$ 5,000.00
5	ADJUST MANHOLE TO OVERLAY GRADE	30	EA	\$ 300	\$ 9,000	\$ 650.00	\$ 19,500.00	\$ 300.00	\$ 9,000.00	\$ 500.00	\$ 15,000.00
6	4" DOUBLE YELLOW STRIPING, TYPE II	8,732	LF	\$ 3	\$ 26,196	\$ 0.70	\$ 6,112.40	\$ 1.35	\$ 11,788.20	\$ 2.00	\$ 17,464.00
7	24" WIDE STOP BARS, TYPE II	7	EA	\$ 250	\$ 1,750	\$ 78.00	\$ 546.00	\$ 120.00	\$ 840.00	\$ 300.00	\$ 2,100.00
8	SCHOOL ZONES LINES, TYPE II	1	EA	\$ 250	\$ 250	\$ 286.00	\$ 286.00	\$ 175.00	\$ 175.00	\$ 1,500.00	\$ 1,500.00
9	CROSSWALKS, TYPE II	11	EA	\$ 250	\$ 2,750	\$ 182.00	\$ 2,002.00	\$ 160.00	\$ 1,760.00	\$ 1,000.00	\$ 11,000.00
TOTALS:					\$ 1,602,223.00		\$ 2,389,640.40		\$ 1,500,887.10		\$ 1,850,000.00