

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



Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING
May 22, 2025
6:00 PM

1. Call to Order and Roll Call

2. Invocation and Pledges

3. Presentations & Proclamations

- A. Recognition of Christina Anderson's work on writing of the All American Cities Hall of Fame Application.
- B. Proclamation declaring May 18-24 Annual Public Works Week for 2025.

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 Items to be Withdrawn From Consent Agenda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 28, 2025, Special-Called Council meeting. (City Secretary)
- B. Consider approval of the minutes from the May 8, 2025, Regular Council meeting. (City Secretary)

7. Consideration of Items Withdrawn From the Consent Agenda

8. Action Items for City Council Consideration

- A. Consider approval to enter into a professional services agreement with Hayes Engineering - T&P Stormwater Project - \$522,300. (Public Works)

- B. Consider approval of an expenditure for an emergency water main repair on Young St, in the amount of \$79,548 performed by Koppl Pipeline Services. (Public Works)
- C. Consider an Amendment to an existing KSA agreement for design services related to utility relocations along I20 and SL390 in the amount of \$162,903. (Public Works)
- D. Consider approval of an expenditure for network equipment to CDW in the amount of \$121,421.00. (Support Services)
- E. Consider approval of an Interlocal Agreement for radio services with Harris County Universal Services at a cost of approximately \$12,000 annually. (Support Services)
- F. Consider approval of a fuel contract renewal with Pete McArty Oil Company for approximately \$346,500. (Support Services)
- G. Consider approval of the updated Marshall Vision Statement, Mission Statement and FY26 Budget Priorities and Reaffirmation of Marshall's Core Values. (City Manager)
- H. Discussion and action, if appropriate, on the FY2025 Street Improvement Program (\$1,500,000). (Public Works)

9. Discussion and Reports for City Council Consideration and Direction

- A. Presentation on Work Completed / Work Not Funded - 2" Water Line Replacement Program (Councilwoman Godfrey, Councilman Morris)

10. Executive Session

- A. An executive session pursuant to Texas Govt. Code Section 551.071 to consult with the City Attorney to seek advice on pending or contemplated litigation and on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Lawsuit filed by Garnett Johnson against the City of Marshall.
- B. An executive session pursuant to Texas Govt. Code Section 551.071 to consult with the City Attorney to seek advice on pending or contemplated litigation and on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Settlement agreement with Alan Ritchey, Inc.

11. Action Item Following Executive Session

- A. Consider action regarding discussion from the executive session item regarding a settlement agreement with Alan Ritchey, Inc.

12. Adjournment

Posted: May 19, 2025
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: May 22, 2025
ITEM #: 3.A
SUBJECT: Recognition of Christina Anderson's work on writing of the All American Cities Hall of Fame Application.

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

- Attachments:**
1. 4 21 25 Application to NCL for All-America City Hall of Fame Award
 2. 2015 Marshall, TX All-America City Award application

**Application to the National Civic League from
Marshall, Texas
for the
2025 All-America City Hall of Fame Award**

Since 2015, when Marshall, Texas had the great honor of receiving the National Civic League's All-America City Award, one of the major projects that we, as a community, have continued to build on with a profound focus is the continued collaborative efforts to revitalize and bring economic growth to our historic downtown.

Through continued strong leadership and working together with a shared vision, the economic and physical landscape of downtown Marshall has continued to transform for the betterment of our citizens and those who visit our community.

As a small, rural city in northeast Texas competing in a global economy, we consistently look for ways to reach out to all sectors of our diverse community to leverage our resources, find effective, innovative solutions, and capitalize on our human talents.

Also, as a rural community of approximately 24,000, we know the profound power of partnerships. We've been successful in building a culture of collaboration. We bring together not only business and civic leaders, local government officials, non-profits, investors, and grassroots volunteers, but we also partner with our educational leaders to deliver greater beneficial opportunities and outcomes for our community and citizens.

With regard to the ongoing downtown revitalization efforts, as well as other important projects, one of Marshall's greatest strengths is our community's a longtime deep commitment to providing excellence in education for our young people and workforce. This is reflected not only in the Marshall Independent School District (MISD), but also in Marshall's having four outstanding institutes of higher learning.

Wiley University was established in Marshall in 1873 during Reconstruction by the Freedman's Aid Society of the Methodist Episcopal Church North and is the oldest historically black college or university (HBCU) west of the Mississippi River.

East Texas Baptist University (ETBU), originally called the College of Marshall, was established in 1912. In addition to its four-year undergraduate program, ETBU offers 20 master's and four doctoral degree programs.

Texas State Technical College (TSTC) Marshall was established through a collaborative effort by community members in 1991 and prepares students for employment in high-tech, high-

paying jobs in fields such as Information Technology, Robotics, Building Construction, and others. TSTC had a cumulative job placement rate, in 2024, of 90%.

Panola College, established in the 1990s provides a wide array of courses, many online, that particularly work well for men and women who have to work while attending college.

In short, we believe education plays a pivotal role in our economic growth.

Another key strength that has added to Marshall's successful, ongoing downtown revitalization is our community's commitment to preserving and restoring historic buildings.

Our community is also committed to working with local and other governmental entities to find innovative and effective ways to create public/private partnerships and other funding vehicles to encourage businesses and entrepreneurs to invest in historic preservation in our downtown.

Also, founded in 1841, Marshall has a diverse heritage which is marked not only by complexity but also by inspiring story after story of people who have overcome barriers and hardships. We're very proud of our rich Civil Rights history, with native sons and daughters from Marshall such as Dr. James Farmer Jr., Lady Bird Johnson, Opal Lee, Melvin Tolson, George Foreman, Bill Moyers, and others.

We continue to work together to incorporate and infuse our unique history into varied aspects of our revitalized downtown, including in the historic New Town residential area around Wiley University.

In fact, downtown businessman, Alan Loudermilk, who had invested in a meticulous restoration of the 1896 Ginocchio railroad hotel and transformed this property, located next to our historic Marshall Depot, into a superb restaurant of fine dining, also created, three years ago, Marshall's annual Boogie Woogie Fest.

This 3-day concert celebrates Marshall's rich railroad history, including Marshall being the birthplace of Boogie Woogie, the influential musical genre developed in the 1870s by the workers who were building the Texas & Pacific railroad and playing piano at night in the barrel houses around East Texas. This annual concert is now attracting visitors to Marshall from throughout the United States and internationally.

The current revitalization efforts in downtown Marshall began in 1999 and the early 2000s with community-driven volunteer efforts, in collaboration with the City of Marshall, to renovate the Texas & Pacific Marshall Depot (built in 1912). The restored Marshall Depot is a working Amtrak station on the *Texas Eagle* route, connecting Chicago and San Antonio, as well as housing an impressive Texas & Pacific Railway Museum.

The restoration of the Harrison County Courthouse, designed by J. Riely Gordon and built in 1901, was also an early project in the current downtown revitalization efforts. It was a collaboration by community volunteers, Harrison County, City of Marshall, and the Texas Historical Commission.

With a focus always on sustaining this restored “crown jewel” of downtown into the future, Harrison County established a \$1.4 million endowment, the first of its kind in Texas, to ensure the ongoing preservation of the 1901 Courthouse in perpetuity. With the ongoing work and wise stewardship of the volunteer Board, which manages this endowment and coordinates with the County on ongoing improvements, this endowment has now grown to \$3.3 million.

Another early project of the downtown revitalization was the renovation of the 8-story Hotel Marshall, the tallest building in downtown Marshall built in 1929. This landmark had fallen into a severely blighted condition as a horrible eyesore in the middle of the Courthouse Square.

The two local couples, who partnered, invested, and carried out the renovation of the Hotel Marshall, in collaboration with the support by the City of Marshall, community, and Marshall Economic Development Corporation (MEDCO), operated it, upon completion of the initial renovation, for seven years as an events venue called The Marshall Grand.

Wishing to find the most impactful and sustainable use of the building which would be of greatest benefit to the community, the couples later donated the renovated building to ETBU in 2013 to house a medical-related Master’s program, which ETBU wished to establish.

Under the remarkable leadership of ETBU President J. Blair Blackburn, ETBU raised and invested an additional \$8 million in funding to develop the Marshall Grand into the state-of-the-art ETBU Teague School of Nursing, which opened in May, 2019.

This beautifully-restored School of Nursing in the heart of downtown Marshall has received numerous awards, including being voted in 2020 by RNCareers.org as the #1 nursing program in the state of Texas.

Also, in 2024, the ETBU Teague School of Nursing received two substantial grants to bolster its efforts to address the critical nursing shortage and enhance nursing education.

Another significant project that has helped to expand and fuel Marshall’s downtown revitalization, since 2015, is the City of Marshall’s gorgeous renovation of the 552-seat Memorial City Hall Performance Center.

Constructed in 1907 as Marshall City Hall, and later renamed Memorial City Hall in 1927 to honor the men and women who lost their lives in World War I, this historic building on the Courthouse Square housed city offices and a municipal auditorium for 67 years before falling into substantial disrepair.

Under the leadership of the Marshall City Council, it was decided that a premier performance center would be a key ingredient to the success of a revitalized downtown Marshall.

After the City's investment of \$6 million, an extensive renovation was completed in November 2019 and the Memorial City Hall Performance Center, a state-of-the-art auditorium and performing arts/conference center was created and continues to be a hub for our downtown.

Memorial City Hall also houses the "Service and Sacrifice: Harrison County at War" Museum, which honors and tells the powerful stories of local heroes who served in the US military to keep our nation safe. This museum was a collaboration between the City of Marshall, Harrison County, and the Harrison County Historical Museum. Also, the annual community Veterans Day program is now held in Memorial City Hall.

The City of Marshall also invested \$1.2 million since 2021 in sidewalk streetscaping to make mobility in the downtown area safer and easier for visitors and to make the streets more ADA-compliant. These upgrades have also provided more room for local restaurants to provide outdoor dining and included the planting of many trees along the downtown sidewalks.

Also, the former Joe Weisman & Company building, which was one of Texas' first department stores in the early 1900s, was not only part of the initial revitalization of downtown Marshall in the early 2000s but the City of Marshall more recently collaborated with the owners of the local Bear Creek Smokehouse in developing the building into the Marshall Mercantile and Floral and Highhorse Restaurant, using the City Façade grant and other collaborative support, in furtherance of the Tax Increment Reinvestment Zone (TIRZ) created by the City in 2021.

Plus, here are other projects which featured the cross-collaborative support of the City of Marshall and Marshall Economic Development Corporation (MEDCO) in assisting community businesses and investors.

- Since 2022, Rush Harris, Executive Director of the Marshall Economic Development Corporation, has led MEDCO in implementing, in coordination with the City, the Certificate of Occupancy Bonus Program which provides 10% rebate for redevelopment of blighted structures for new businesses, up to \$100,000.
- Also, the Small Business Site Improvement Program provides a percentage rate rebate for small business initiatives making site improvements to property for expanding business across Marshall.

MEDCO also committed to provide a \$1 million grant to assist ETBU in securing the dilapidated 48,000 square foot Capital One building in downtown Marshall near the School of Nursing.

ETBU calls the renovated building, Synergy Park, and developed it to provide synergy in the Marshall community for business, education, and economic development. Synergy Park encompasses a dedicated center for workforce development, educational learning, business workspace cooperative, and community organizational networking.

The four-story Synergy Park opened in May, 2023 and is fully occupied by 18 businesses. It has empowered community members to be workforce-ready and to match the skills needed in an evolving marketplace through the Workforce Training Center.

ETBU invested more than \$3.5 million to the redevelopment of the Synergy Park. The space is available to public, private, non-profit, educational, and workforce development businesses.

MEDCO has secured private investment commitments of \$5,020,000 over three years, incentivized with commitments of \$405,000 from EDC grants. The payback is longer than traditional primary employer investments the EDC has historically made. But, MEDCO believes that, it's essential to build on previous revitalization efforts and encourage further private investment.

- Other exciting programs assisted by the City and MEDCO and private investment include the building of Rueggenschlager Brewery Company, Marshall's first micro-brewery. Rueggenschlager is a family friendly restaurant. This was the vision of local resident Texas Ruegg who made a substantial financial investment in the renovation of this historic building which was actually home to Marshall's first fire department in the early 1900s. This is particularly meaningful since Mr. Ruegg is a lieutenant in one of Harrison County's volunteer fire departments.

Another local investor and businessman, Marcial Avelar, invested substantially in the development of a number of downtown properties and shops, including the renovation the old Elks Lodge downtown, which will be a boutique hotel. Mr. Avelar has also been instrumental in working to help to encourage investment by more Hispanic-owned businesses downtown.

We're grateful to have the opportunity to share this information about the continued coordinated efforts and investment our citizens and leaders have made in our downtown revitalization. In working together collaboratively on this and other projects to bring progress to our community, we still feel as the song we sang during our All-America City Award presentation in 2015—"We are One, We Are One, Marshall, Texas!"

Submitted to National Civic League on behalf of the City of Marshall by Christina Anderson.



2015 All-America City Award Application ***Spotlight on Engaging and Supporting*** ***Vulnerable Boys and Young Men***

Deadlines:

September 2014-February 2015: Monthly conference calls

November 21, 2014: Submit Letter of Intent to Apply (Save \$100 on your application fee when you submit a Letter of Intent to Apply by November 21, 2014!)

March 10, 2015: Submit Application

April 2015: Finalists Announced. Finalist community delegations will be invited to Denver to present.

June xxxx, 2014: Peer-Learning Workshops & Awards Presentation/Competition in Denver, Colorado.

Application Guidelines:

The All-America City Award (spotlight on Engaging and Supporting Vulnerable Boys and Young Men)

The National Civic League invites you to apply for America's oldest and most recognized community award, now in its 66th year.

The All-America City Award recognizes ten communities annually for outstanding civic impact and action planning. Winning applicants demonstrate innovation, inclusiveness, civic engagement, and cross sector collaboration by describing successful efforts to address pressing local challenges. For this year, 2015, NCL is pleased to announce a spotlight on vulnerable boys and young men. Applicants are asked to feature in their application a program in which they are engaging and supporting vulnerable boys and men with the goal of success in school and in life. Key issues you may consider are early childhood education, healthy communities, access to housing and jobs, racial healing, male achievement, empowerment, income inequality, among others. NCL takes a broad and inclusive view of vulnerable boys and young men as those that have been historically underserved and at-risk including African American, Latino, Native American, Asian Pacific Islander, economically challenged, disabled, LGBTQI, religious and other underserved identities. We hope to also hear about how you are engaging and support vulnerable girls and young women and projects that support all genders. NCL values gender equality and views this spotlight as an important way to highlight the targeted successful approaches for vulnerable boys and men. NCL recognizes these initiatives are an essential part of the work it takes to create healthy and prosperous communities for all residents. This spotlight builds on NCL's more than 20 years of work on diversity, inclusiveness, racial equity, and youth leadership in communities across the country.

A youth member of one finalist community is also recognized with the AAC Youth Award. Nominations for this award will be requested after finalists are announced.

Community Information

Community name and state: **Marshall, Texas**

Your community is applying as a:

☐ Neighborhood ☐ Village ☐ Town ☒ City ☐ County ☐ Region

If applying as a region, name participating communities:

If applying as a neighborhood, name city:

Has your community applied before? **Yes** No If Yes, which years: **1975-76; 2014**

Has your community been a Finalist before? **Yes** No If Yes, which years: **1975-76; 2014**

Has your community been an All-America City before? **Yes** No If Yes, which years: **1975-76**

Contact Information

All-America City Award contact (primary contact person available throughout competition & follow-up):

Name: **Christina Cocek Anderson** Title (if any): **Community Volunteer; President**

Organization/Government/Other: **Harrison County Industrial Development Authority (HCIDA) Board of Directors**

Address: **4448 Farm Road 3379** City, State, Zip **Marshall, Texas 75670**

Phone (business/day): **(903) 938-8373** Mobile Phone **(903) 926-9286**

E-mail Address (es): **christina@andersonpartners.org**

The applying community will receive a complimentary membership (or membership renewal if an AAC application was submitted last year) to the National Civic League for one year. To whom should this membership be directed?

Name: **Kenneth Snyder, Marshall City Manager**

Address: **P. O. Box 698**

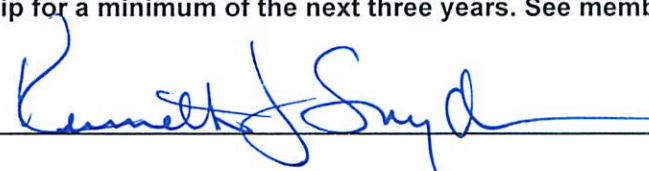
City, State & Zip Code: **Marshall, Texas 75671**

Phone Number: **(903) 935-5232** Fax: **(903) 938-3531**

Email: **bsnyder@marshalltexas.net**

We agree to follow NCL's rules regarding use of the All-America City Award logo, a registered trademark of the National Civic League. We allow NCL and the All-America City Award to share this application and the information enclosed in it with the NCL and AAC networks to promote the work of our community. If we are named an All-America City, we agree to conduct a post-AAC conference call or regional forum for the AAC network that features our projects. In a pay-it-forward spirit, if named a finalist or All-America City, we agree to support AAC through an NCL membership for a minimum of the next three years. See membership details [here](#).

Signature: _____

 Date: **March 10, 2015**

Name: **Kenneth Snyder** Title: **City Manager, City of Marshall**

Community Statistics and Map

Note: Use the most up-to-date statistics possible for your neighborhood, town, city, county, or region (source suggestions: U.S. Census Bureau, State Department of Economic Security, State Department of Finance, Department of Public Health, and local school statistics).

POPULATION (in year 2010 or most recent): **24,501 (in 2013)**

Source/Date: www.city-data.com 2013

POPULATION PERCENTAGE CHANGE 2000-2010 (indicate + or -): **+2.4%** (since 2000)

Source/Date: www.city-data.com

RACIAL/ETHNIC POPULATION BREAKDOWN:

White	40.9%
Hispanic or Latino (of any race)	16.4%
Black or African American	41.6%
Asian	0.8%
American Indian and Alaska Native (AIAN)	0.2%
Mixed Race	0.2%
Other	---%

Source/Date: www.city-data.com

MEDIAN FAMILY INCOME: **\$30,415 (2012)**

Source/Date: www.city-data.com

PERCENTAGE OF FAMILIES BELOW POVERTY LEVEL: **23.5%**

Source/Date: www.census.gov

UNEMPLOYMENT RATE: **5.4%**

Source/Date: www.city-data.com (June, 2014)

POPULATION BREAKDOWN BY AGE GROUP (percentages, if available):

19 years old and under	29.9%
20-24	8.5%
25-44	24.4%
45-64	23.5%
65 and over	13.7%

Source/Date:

PERCENTAGE OF HOME OWNERSHIP: **62%**

Source/Date: factfinder2.census.gov

WORKFORCE DISTRIBUTION -- Name the three largest employment sectors (include military services and/or installations, if any) in your community and provide the percentage of total employed in each:

Manufacturing	21%
Retail Trade	12%
Construction	9%

Source/Date: www.factfinder.census.gov

MAP -- Please attach a state map (8.5" x 11") with your community clearly marked.

ALL-AMERICA CITY AWARDS CRITERIA

Civic Engagement and Collaboration: comprehensive citizen/resident engagement in decision-making and action planning, cross-sector collaboration (business, local government, nonprofits, military, etc.) and regional collaboration.

Inclusiveness and Diversity: recognition and involvement of diverse segments and perspectives (ethnic, racial, socio-economic, age, sexual orientation, gender expression, people with disabilities, and others) in community decision-making.

Innovation: creative use and leveraging of community resources.

Impact: *demonstrable* significant and measurable achievements in the past 5 years (for example: dollars raised, jobs created or lives impacted), particularly in projects that address the community's greatest challenges.

Resources Available to You

As you fill out this application, it may be helpful to consult the following publications:

1. For questions to help evaluate your civic infrastructure--*NCL's Civic Index*. Ask for a free copy! AAC@ncl.org
2. To help identify associations and their impact in your community--*New Community Tools for Improving Child Health: A Pediatrician's Guide to Local Associations*. (Provided by permission of co-author John McKnight) <http://www.abcdinstitute.org/docs/Pediatricians.pdf>
3. For an asset-based framework--*Discovering Community Power: A Guide to Mobilizing Local Assets and Your Organization's Capacity*. (Provided by permission of co-author John McKnight) <http://www.sesp.northwestern.edu/images/kelloggabcd.pdf>
4. To learn more about boys and men of color issues, programs, action plans, and resources—
 - a. A Time for Action, Executive Summary - Executives' Alliance to Expand Opportunity for Boys and Men of Color
 - b. Black Male Achievement Funders
 - c. My Brother's Keeper
 - d. Racial Equity Impact Assessment Toolkit – The Center for Racial Justice Innovation
 - e. Better Together in the South: Building Movements across Race, Gender, and Sexual Orientation – The Center for Racial Justice Innovation

PART I: TELL YOUR COMMUNITY'S STORY

Section A: Tell us your community's story. Focus on the last ten years of your community's progress and development. Utilizing the awards criteria (above) describe how your community addresses its pressing challenges and plans for its future. How are citizens/residents involved in planning and implementation? Provide examples of cross sector collaboration among the neighborhoods, government, businesses, and nonprofit organizations engaged in these efforts. How is the community illustrating diversity and inclusiveness? What is your community's vision? Include real examples of how your community has demonstrated its strengths, innovations, and faced its challenges. Don't forget to tell us about the people in your community. (2,000 word maximum)

PART II: DESCRIBE THREE COMMUNITY-DRIVEN PROJECTS

Describe your three best projects that have resulted in significant local impact and action planning within the past five years. Past All-America City Award applicants have highlighted projects to increase third grade reading success for at-risk children, to increase health care for underserved populations, to create new businesses and jobs, to revitalize downtown, to engage youth in identifying and planning services and facilities, to promote cross sector collaborative centers, to increase fiscal sustainability, to develop emergency disaster plans, to recover from a natural disaster, and more. For 2015, NCL invites all applicants to include at least one project in their application that spotlights innovative approaches to engaging and supporting vulnerable boys and young men (examples include education readiness and success, health, jobs, housing, leadership, empowerment, income equality). Be sure to tell us how each of these projects promote civic engagement, collaboration, inclusiveness, innovation, and impact. See criteria above and consult NCL's Civic Index – available at no cost to applicants. Request it at aac@ncl.org.

PROJECT ONE

Provide the project name and a description of its qualitative and quantitative impacts in the past five years. (2,000 word maximum) Tell us the challenge being addressed, actions taken, and the impact/outcomes of this project on your community's resident.

Provide the name of the primary contact for the project. Name & title, organization, address, telephone, and e-mail address. *(This person may be contacted to verify information.)*

PROJECT TWO

Provide the project name and a description of its qualitative and quantitative impacts in the past five years. (2,000 word maximum) Tell us the challenge being addressed, actions taken, and the impact/outcomes of this project on your community's residents.

Provide name of the primary contact for the project. Name & title, organization, address, telephone, and e-mail address. *(This person may be contacted to verify information.)*

PROJECT THREE

Provide the project name and a description of its qualitative and quantitative impacts in the past five years. (2,000 word maximum) Tell us the challenge being addressed, actions taken, and the impact/outcomes of this project on your community's residents.

Provide the name of the primary contact for the project. Name & title, organization, address, telephone, and e-mail address. *(This person may be contacted to verify information.)*

End of Application. Thank you for submitting your All-America City Award Application!

Submit the application:

1) By email (aac@ncl.org) or fax (888-314-6053) by Tuesday, March 10, 2015, 11:59 p.m.

PST; and,

2) Mail one hard copy with \$200(* You only pay \$100 application fee if you submit a Letter of Intent to Apply by November 21) application fee to:

National Civic League, 6000 East Evans Ave., Suite 3-012, Denver, Colorado 80222. **NEW NCL ADDRESS!**

Need additional guidance? Email aac@ncl.org or go to www.allamericacityaward.com for announcements of upcoming conference calls for prospective applicants, links to the 2014 event program featuring the projects of 2014 participating communities, videos of the previous jury presentations, and more or call NCL at 303-571-4343.

Timeline:

September 2014-February 2015 – Monthly conference calls with NCL staff and AAC community leaders to learn more about the benefits of AAC, application tips for success, and to share best practices.

November 21, 2014 -- Letter of Intent to Apply Due. *Save \$100 of the application fee if you submit a Letter of Intent to Apply by November 21, 2014.

March 10, 2015, Tuesday -- Application Due

Early April 2015 -- Finalists Announced

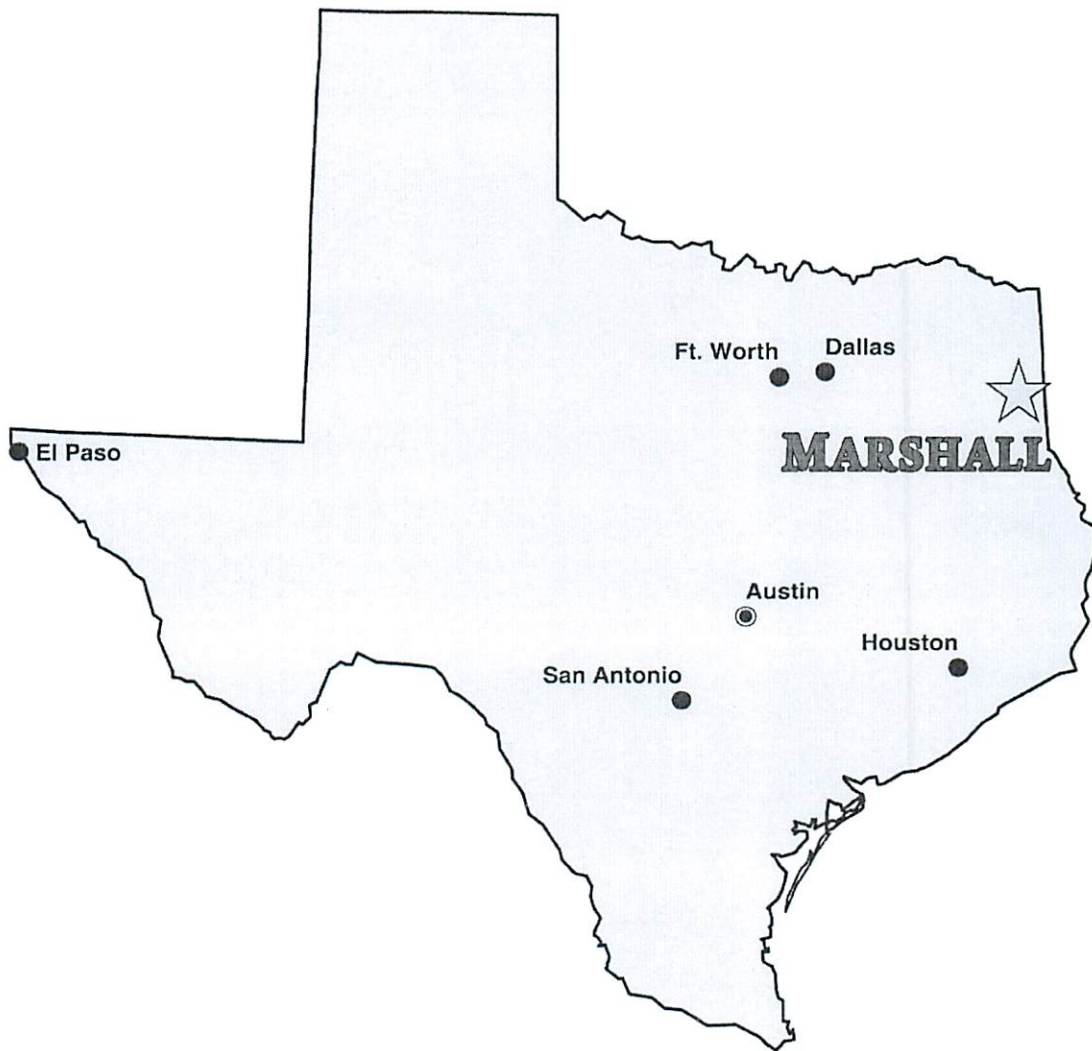
Finalist community-wide delegations will be invited to Denver to present.

April-June 2015 – Finalist communities assemble your cross-sector community delegation to present your story at the June 2015 awards event and peer-learning conference. Raise the funds to send your delegation to the June event in Denver. *Finalist community delegations will be asked to present their story to a national jury of civic, local government, business, philanthropy, and community experts. All applicants are invited to participate in the June workshops and networking opportunities!*

June 2015, Peer-Learning Workshops & Awards Competition/Presentation in Denver, Colorado

July 2015-Feb 2016, All-America Cities tell their community's story through a series of AAC/NCL coordinated conference calls and regional forums to the AAC network.

MAP-- Please attach a state map (8.5" x 11") with your community clearly marked.



PART I: TELL YOUR COMMUNITY'S STORY

Marshall, Texas

Empowering our Youth through Education and Opportunity

Marshall is a small, rural town in northeast Texas that has a deep commitment to providing excellence in education and a broad expanse of opportunity for our young people.

As a rural town competing in a global economy, we know that education is the way forward not only to provide our young people with best preparation to lead happy, successful, and purposeful lives, we also know the essential role that an educated workforce plays in the economic growth of a community.

We consistently look for ways to reach out to all sectors of our community to leverage our resources, ideas, and human talents to bring greater opportunity and a better way of life for our citizens, always with an eye to laying a firm foundation for future generations.

It's not surprising that we should take such determined steps to bring about progress, since all the work that we do in the present and all the plans that we make for the future are rooted in an incredibly rich and diverse heritage, a history that is marked by story after story of overcoming.

Founded in 1841 and nestled in the lush piney woods of northeast Texas, Marshall is, both in spirit and location, just west of the Deep South and just east of the Old West.

We are a community deeply connected to the uniqueness of our history.

In fact, Marshall's recent and ongoing collaborative efforts by volunteers, civic leaders, the city, business owners, historical non-profits, and others to preserve our historic buildings, to strengthen tourism as an economic driver in our civic toolkit, and to explore and involve our citizens and young people in researching and documenting our community's past are all based in the knowledge that, with Marshall, we have plenty of fascinating history to draw from--and to learn from.

For example, in 1860, with a population of 4,000, Marshall was the fourth largest city in Texas, surpassed only by Houston, Galveston, and San Antonio. Marshall served a pivotal role in this region in the Civil War, even serving as Missouri's Confederate Capital-in-Exile between 1863 and 1865, giving this city the distinction of being called the "City of Seven Flags," as opposed to the mere six flags that other places in Texas can claim.

But, by the same token, with that mighty spirit of overcoming, Wiley College was established in Marshall, Texas in 1873 during Reconstruction by the Freedman's Aid Society of the Methodist Episcopal Church North. Wiley College is the oldest Historically Black College west of the Mississippi River and continues to make our community exceedingly proud.

In addition to the superb education Wiley College has provided students for 142 years, it has gained broader recognition, in the past several years, for a remarkable period in its history that was portrayed in the 2007 Denzel Washington film, “The Great Debaters,” in which Wiley College’s Professor Melvin B. Tolson led Wiley’s award-winning debate team in the 1930s to victories over larger schools such as USC and Harvard.

The tradition of honing rigorous debate skills continues at Wiley College as the debate team was re-established in 2008. Not only does the team travel in competition throughout our country, they have participated in high-profile debates in Marshall with Harvard, USC, and international teams as well. These debates have become a proud new tradition in our city of Marshall and draw visitors and tourists from far and wide.

Likewise, Wiley’s A Capella Choir, who was invited to sing at the White House in 2011 and 2013, has developed, over the past ten years under the direction of Dr. Stephen Hayes, into a choral powerhouse that is second to none.

Our institutes of higher learning are indeed an important part of our story—both past and present—for they represent our deep and abiding commitment to providing the best future possible for all our children.

In addition to Wiley, Marshall has three other outstanding institutes of higher learning and they’ve made great strides forward in the past ten years.

East Texas Baptist University, founded in 1912 as the College of Marshall, has launched, as just one example, four graduate degree programs since 2011—Master of Education, Master of Arts in Counseling, Master of Arts in Religion, and Master of Business Administration in Entrepreneurial Leadership.

What’s more, ETBU is about to establish a fifth graduate program that’s scheduled to be housed in the newly-renovated historic eight-story former Hotel Marshall which was gifted to the university, in 2013, specifically for the purpose of establishing that graduate program in the heart of downtown, bringing additional vibrancy and economic growth to the historic district that has been the focus of our community’s collaborative revitalization efforts.

Texas State Technical College (TSTC), which was established through a keenly collaborative effort by our community members in 1991, continues to prepare students in our region for employment in high-tech, high-paying jobs in fields such as Information Technology, Engineering, and Manufacturing, with a cumulative job placement rate, from the years 2002 to 2012, of 84%.

Panola College, which established a campus in Marshall in the 1990s, provides a wide array of courses, many online, that particularly work well for those men and women who have to work while attending college. Panola is particularly well-respected for its health sciences and nursing program.

What’s more, in a unique collaboration, the Texas Early College High School (ECHS) was established at TSTC in 2006 and, in partnership with Panola College, provides our young people with the opportunity to obtain dual college credit. ECHS has a 94% Distinguished graduation rate and most students graduate with 40+ hours of college credit. It has also served as a model ECHS for the Jobs for the Future program.

There is a collective pride in our community about the positive and far-reaching impact that these diverse educational outlets, as well as our elementary, secondary, high school, and after-school programs, are having on our diverse, rural community.

In fact, the Marshall City Commission has the Vision Statement: “Working together to create a financially stable, economically vibrant, diverse community.”

The collaborative efforts undertaken in our community during the last ten years, including those community-driven projects described in this application, have had that focus. But the main focus has been, without question, the first two words of that vision statement—working together.

Whether it’s the long, hard, day-in-day-out slog of renovating a dilapidated but treasured historic building or envisioning a new course of action to create economic growth or structuring a more effective method of running a Food Pantry or creating powerful learning experiences for our youth, there is no way you’re going to get those things done for a community without reaching across a table and working together.

Because when all is said and done, it always comes down to people. That’s what makes a community strong. That’s what makes a community great.

Though we, in Marshall, are always happy and proud to share with visitors a few names of those people who are “from here” —whether it’s Lady Bird Johnson, George Foreman, Bill Moyers, Y.A. Tittle, James Farmer, Jr., or others—it’s really the everyday folk, the boots-on-the-ground-let’s-git-’er done folk who get it done. The volunteers, the leaders, our neighbors, our kin folk, the people who never seem to miss an opportunity to say “How can I help?”

In Marshall, Texas, there seems to be a lot of those people. And that seems to be a big part of our story.

Another big part of our story is that, though we are a small city with the same challenges that face small, rural communities everywhere competing in a global economy, there seems to be a large capacity to dream big in Marshall and to strive to provide our citizens, and particularly our young people, with as many educational, economic, and quality-of-life enhancing opportunities as possible.

Whether it’s Marshall’s being the smallest city in Texas to have a professional symphony orchestra, now completing our 63rd continuous season, to the Wiley College Internship Program “Dream Team” playing a key role in the recent and impressive restructuring of our Chamber of Commerce to the *Men of Strength’s* “Great Tie Giveaway” which is part of the program’s mission of providing our young men with strong character development, both inside and out, there seems to be a collective sense of reaching for higher goals.

Though we know it’s impossible to encapsulate in a few pages all that we believe is special about our community, we very much appreciate the opportunity to share the following stories and community-driven projects with you.

PART II: DESCRIBE THREE COMMUNITY-DRIVEN PROJECTS

Project One:

Boys & Girls Clubs of the Big Pines

Your first clue that you're about to enter an inspiring, youth-empowering environment is that the headquarters for the Boys & Girls Clubs of the Big Pines in Marshall, Texas is located on a street that is literally named Positive Place.

In 2006, the Marshall City Commission voted unanimously to change the street's name to this uplifting moniker not simply to align with one of the Boys & Girls Clubs of America's national slogans, "A Positive Place for Kids."

But, the new street name was also designed to convey the deep commitment our community has to providing the opportunity, education, and support that will enable, as the Club's mission states, "all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens."

It's clear to see that this vision and shared community commitment to provide our young people with a safe, opportunity-rich environment with a local Boys & Girls Club has been, and continues to be, fulfilled.

The positive impact of this after-school Club can be seen in the excited faces of students at any of the Big Pines clubs located throughout our community as they're engaged in a broad spectrum of hands-on, interactive, high-yield learning activities, including computer skills, photography, music lessons, healthy cooking classes, foreign language study, creative writing, public speaking, sewing, sports, clay animation, robotics, community service, and much more.

The positive impact of the club can also be witnessed through the many compelling stories of young lives turned around and young lives moving forward on a successful path.

But, the growth and positive impact of the Boys & Girls Clubs of the Big Pines can also be seen in hard data.

In 1992, three visionary Marshall citizens had the dream of establishing a chapter of the Boys & Girls Club in our community. In the early years, they established a Board of Directors and raised the money to construct the initial building for the Club near Marshall High School.

In 2005, the Board hired Mr. Bryan Partee as director of the Boys & Girls Clubs (BGC) of the Big Pines. Under his dynamic leadership, BGC of the Big Pines has had remarkable growth. Over the past ten years, our BGC has grown from one site serving 80 students a day to 13 sites in Harrison County serving 1,500 students each day. Nine of these club sites are in Marshall.

Because of this astounding growth, the Boys & Girls Clubs of the Big Pines was, in 2013, one of only ten Boys & Girls Clubs in the world selected to receive the Boys & Girls Clubs of America's prestigious "Growth & Impact Award."

The national organization stated that the BGC of the Big Pines had the highest growth and impact of any BGC in the Southwest region which includes Arkansas, Colorado, Kansas, New Mexico, Oklahoma, Montana, Texas, and Wyoming.

What's most important about these impressive numbers, however, are the youngsters who are behind these statistics. Who are these wonderful young people who take part and what kind of academic enrichment and other purposeful programs are being provided for them?

Of the registered student members of the BGC of the Big Pines, 54% are African-American, 29% are Caucasian, 12% are Hispanic, 1% Asian, and 4% listed as two or more races.

Of all the Boys & Girls Clubs of the Big Pines registered members, 57% are from single parent households and 81% qualify for school-subsidized lunches. The ages of the students range from 5 years old to 18.

Since our community's Boys & Girls Club is a chartered affiliate of the national Boys & Girls Clubs of America, rigorous annual reporting is required with regard to the number of students served, who they are, number of facilities, programs provided, and outcomes.

The rigor of this accountability allows the BGC of the Big Pines staff to have an evidence-based, clear-eyed understanding of what's working, what's not working, and how strategies and programs can be improved to better serve the students.

Director Bryan Partee, who the students affectionately call "Mr. B.," says that there are many "not-so-secret secrets" to the success of the BGC of the Big Pines.

First is a caring, innovative, and knowledgeable staff which the Club has worked to build in a very dedicated way. With the growth and success of the club in the past decade, there are now 80 full-time and part-time employees who work for BGC of the Big Pines. These jobs are also an economic plus for our community.

The second reason is a very supportive and engaged volunteer Board of Directors. The Board is made up of community leaders who donate their time, talent, and treasure and help nurture innovative thinking about programming and fundraising. They also share in the vision of continually improving and expanding learning opportunities for our youth.

In the programing, BGC of the Big Pines focusses on three priority outcomes: academic success, good character & citizenship, and healthy lifestyles.

Though Big Pines has a robust and popular sports program, their diverse academic and other enrichment programming has long ago dispelled the inaccurate notion that the Boys & Girls Club is "just a gym."

Students have a Power Hour of study each day and help with their homework, if needed.

Also offered are outstanding character-building programs such as 14-course *Passport to Manhood* in which young male club members hone character traits that will help them on their journey to becoming successful, respectful, and responsible men.

Youth for Unity is another excellent program to help students to understand diversity, how to be empathetic and tolerant of others' opinions and beliefs, while also discussing important topics such as racial and gender equity.

Torch Club is another great program that engages students in community service. The BGC kids are very active in helping in our own community, and often outside our community as well. For example, in 2013, with the guidance of an adult advisor, the students organized a campaign to collect six truckloads of clothing and household items to be taken to assist with relief to families impacted by the devastating tornadoes in Oklahoma.

A very specific goal of the Club is to have all members graduate from high school ready for college, trade school, military, or employment.

To demonstrate the effectiveness of the Club members reaching this goal, of the almost 10,000 students who've been registered members of Big Pines over the past ten years and who have reached the age to graduate, only one student of the almost 10,000 students did not graduate.

High expectations are a part of the daily lives of the club members. Motivating messages and colorful logos from colleges and universities throughout Texas and the United States adorn the club walls, sending forth the consistent message of "you can do anything you set your mind to."

Plus, to expand their thinking and show options, partnerships with local civic groups and businesses have provided the resources for juniors and seniors to take group bus trips to visit universities in Texas and Louisiana. This is in addition to their visits to Marshall's four institutes of higher learning--Wiley College, ETBU, TSTC, and Panola College.

Moreover, students from these local colleges, such as through the ETBU Cares program, provide mentoring for BGC members who may need assistance with class work.

Powerful cross-collaborative partnerships are also a key element in the BGC success. Not only does the Club have a strong working relationship with school districts in our community with the districts' providing transportation to the Club after school for students. But Marshall Independent School District and the BGC are also currently wrapping up the fourth year of a five-year \$12.5 million Afterschool Centers for Education (ACE) grant funded by the 21st Century Community Learning Center Program and administered by the U.S. Department of Education.

The BGC also receives annual \$5,000-\$5,500 funding from the City of Marshall and Harrison County, plus community members, local businesses, and civic groups are generous supporters.

Because of this community support, affordability is another key to the Club's success in reaching a large number of our community's underserved youth. For a full school year of after-school programming at the BGC of the Big Pines, a student pays only \$25. If needed, scholarships can be provided. For the summer, students can attend 8am to 1pm for free. If they wish to stay all-day till 5pm, the cost is only \$250 for the whole summer. Healthy meals and snacks are included in this cost.

Another success ingredient is the Club's practice of consistently looking for innovative ways to teach the students skills and knowledge that will be relevant and valuable throughout their lives.

For example, as a project for teen members, the Club invested in a six-color screen printing machine that can print t-shirts, sweatshirts, and hoodies. The related program of designing, printing, and selling the t-shirt products, under the supervision of an instructor, has been very successful in teaching the students a transferable skill, business sense, professionalism, art and design, marketing, and how to be responsible for producing a quality work product.

Through the sale of these products, it also gives them a way to earn money for themselves and provide extra funds to help the Club. The students are producing t-shirts not only for organizations in our community but also for Boys & Girls Clubs throughout the United States and even one club in Japan.

In short, the Boys & Girls Clubs of the Big Pines has been providing amazing learning opportunities for vulnerable and at-risk youth in our community in a loving, safe, and productive environment.

As Director of Operations Shelly Meisenheimer puts it, "Every one of these kids is like family to us."

Tavon Green is a 19-year-old African-American young man from Marshall who joined the BGC of the Big Pines when he was 9. At the time he joined, he, his mom, and sister were homeless and once, when he was 14, he and his sister had to help his mom get back on her feet after she almost overdosed on drugs.

Tavon worked with great determination through the years in school and at the Club and was selected the Club's Youth of the Year two years in a row. He now majors in Psychology at University of Texas at Tyler and coaches at the Club, as well as teaching *Passport to Manhood*.

When asked how the BGC helped him as a struggling youth, Tavon shared words that echo what many young members of the BGC of the Big Pines express. He said, "They welcomed me with open arms and gave me more hope and opportunity than I ever thought possible."

Yes, as the street name states, the Boys & Girls Club of the Big Pines is indeed a positive place.

Primary Contact for *The Boys & Girls Clubs of the Big Pines*:

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PART II: DESCRIBE THREE COMMUNITY-DRIVEN PROJECTS

Project Two:

The Buard History Trail, Wiley College,

& Empowering our Young People's Future with a Knowledge of our Past

Marshall, Texas has a complex and extraordinary history. Like any place in the world, the history of that place will, inevitably, be a paradoxical mix of triumph and failure, justice and injustice, humans at their best, humans at their worst, and every possible thing in between.

That's why the study of history is so important.

That's also why we, in Marshall, Texas, are very proud and grateful for the collective and collaborative steps that we, as a community, have been taking, with a keen focus in the past five to fifteen years, to research, document, preserve, and share our rich, varied history--with a particular concentration on sharing these historical accounts, materials, and buildings with our young people.

As a town in the American South, we believe that the work we're doing in Marshall may be instructive not only to the youth and members of our own community, we believe that the work we're doing could possibly be instructive to our national community as well.

This collective, community history/historic preservation project finds its roots in a number of wise civic actions in both the public and private sector.

It also finds its roots in the knowledge that Marshall is blessed with story after inspiring story of people in our community overcoming great obstacles to bring about progress.

The Buard History Trail project, the restoration and renovation of many of our treasured historic buildings, the ongoing revitalization of our historic downtown and neighborhoods, along with partnerships with local museums and institutes of higher learning, are all part of this unified effort.

In 2001, the City of Marshall developed a Historic Preservation Plan in which the need for a "dynamic partnership of both public and private efforts" was underscored, stating that "a united force of private groups and individuals working with the City can achieve vastly greater results than a single government entity working alone."

A coalition of community-minded volunteers and businesses stepped up to work with the city and county on the revitalization of downtown and adjacent neighborhoods. They not only invested their time and talent, they invested their money. It's been a true public-private partnership.

And, in little over a decade, significant historic buildings have been restored or renovated. They include the Texas & Pacific Depot (1912) which houses Marshall's Amtrak station and a T&P history museum, along with the Joe Weisman & Company building (1900) which was the first department store in the state of Texas and now houses popular retail businesses and a restaurant.

Also restored was the beautiful 1901 Harrison County Courthouse, often called “downtown’s crown jewel,” which now houses county offices, Harrison County Historical Museum, and has had the first-of-its-kind \$1.4 million endowment established through the sale of historic tax credits to assist the County, in perpetuity, with the ongoing preservation of this historic building.

Also renovated by means of a public-private partnership was the 8-story Hotel Marshall (1929), which had previously stood, for decades, in a blighted state in the heart of downtown. In 2013, the volunteer partners/investors who spearheaded the successful renovation, donated the renovated building to East Texas Baptist University for the purpose of establishing a graduate school there to bring the vibrancy and economic benefit of an educational institution to downtown.

But, this community effort has not been only about preserving historic buildings. The effort has also focused on researching and bringing to life the fascinating real-life stories of the people from our community’s history. That’s what the Buard History Trail project is all about.

It was designed to document and share the stories of the remarkable contribution that African Americans have made to the growth and development of Marshall, Texas.

This project began when Marshall’s Historic Landmark Preservation Board (HLPB), with a planning grant from the Texas Historical Commission, partnered with the New Town Neighborhood Association to create a plan of action and vision for preserving the unique heritage of New Town.

New Town is the Marshall neighborhood which developed around Wiley College, the oldest accredited historically black college west of the Mississippi. New Town began to develop in the early 1900s and includes historic residences and businesses of the teachers, doctors, and other African American professionals who lived there.

The HLPB, New Town residents, and stakeholders worked together to research, identify, and create signage which marked significant sites and buildings in New Town.

This process was incredibly enriching and educational for community members as they worked together to find dates, facts, and photographs about New Town. Young people interviewed their elders to discover and document important facts and memories.

This joyful, cooperative research effort caused young and old alike to feel empowered by what they were learning and how they were working together.

From this research, an excellent brochure was published, which includes a map along with a numbered key to show the designated historic sites. Community participants have also obtained specially-designed New Town street signs for the neighborhood, which are a source of civic pride.

The work of the HLPB and New Town served as a model to build on—and build on it they did.

With funding from a federal grant administered by the Texas Historical Commission, the HLPB worked collaboratively with community volunteers to create the Buard History Trail.

The trail is named in honor of Rebecca Buard (1909-2000), who was a teacher at Marshall's first African American high school and at Wiley College. She was also instrumental in compiling the Black History collection for the Marshall Public Library and restoring the Old Powder Mill Cemetery, which was once part of a Confederate-era powder mill and originally a burial site for slaves.

The Buard History Trail and the related, beautifully-designed map and brochure is entitled, "African Americans in Marshall: A Drive Through History." And what an amazing history it is!

The brochure contains historical information and guidance to, among other sites, homes of Marshall citizens who played a pivotal role in the local and national Civil Rights and Voting Rights movement. This includes Wiley College's Professor Melvin B. Tolson, who led Wiley's national championship debate team in the 1930s (as depicted in the 2007 Denzel Washington film, "The Great Debaters") to victories over larger schools such as USC and Harvard.

Also included is the home of Marshall native James Farmer, Jr., one of the founders of the Congress on Racial Equality (CORE) in 1941 and a member of Dr. Tolson's famous Debate Team. The sites on our Courthouse Square where the largest Civil Rights-related sit-ins in Texas took place are also a part of this history trail.

The Visitors Center at the Texas and Louisiana border along Interstate 20 has reported that the Buard History Trail brochure has been one of the most requested brochures by visitors and tourists at their facility.

Spearheaded by then-HLPB Preservation Officer and Marshall Main Street Director Bo Ellis, the Buard History Trail project continued to build and it continued to involve our young people.

In 2014, with funding obtained from the City of Marshall and raised from community members and civic organizations, a DVD of the Buard History Trail was produced.

With the continuing focus on empowering our young people with the knowledge of history, seven young teens from the Boys & Girls Club of the Big Pines were invited to serve as student narrators for the Buard History Trail video. What's more, the video was written and directed by a 23-year-old Marshall native who is now a filmmaker in New York.

Fifteen-year-old Jamesielle Thomas, one of the Boys & Girls Club teens who starred in the Buard video, shared the following about this valuable learning experience. "The experience empowered me to know that I was part of something great. Also, knowing more of my history gave me the mindset to be grateful for what I have."

She added: "I hope students know there were people before us that worked so hard so we could be where we are now. Also, they need to know that anyone can be a part of making history. People that make history are ordinary people that do extraordinary things and are just at a certain time or in the right place."

This past February, the community gathered to honor the students' achievement and celebrate the success of this collaborative history project with a gala premiere of the video on the Wiley College campus. It was a memorable evening for our community.

Plans for creating powerful learning experiences for our young people continue. A curriculum specialist and community volunteer who's written a very successful, nationally-distributed, history-centered, arts-infused curriculum for a non-profit institute which focused on improving learning for at-risk students has been asked to write and develop a curriculum to be used in Marshall and Harrison County elementary and secondary schools, to accompany the Buard History brochure and video.

This curriculum will be designed not only to engender deep understanding and excitement for learning in the students, but aspects will enroll the participation of parents and community members so as to facilitate a kind of community-wide conversation on important topics such as history, diversity, and tolerance. The curriculum will be written with the idea of possibly serving as a model that could be adapted by other communities.

Any discussion of ways our community engages and supports vulnerable boys and young men of color would not be complete without underscoring the pivotal role that Wiley College has played and continues play as a leader and partner with our community in uplifting and educating our youth.

Wiley College's establishment in 1873 during Reconstruction by the Freedman's Aid Society of the Methodist Episcopal Church, its impressive leadership in literacy in the early days, Dr. Tolson's pursuit of excellence for his Debate Team, the students' courage in leading the sit-ins in the early 1960s, and the school's steadfast endurance for 142 years are all a source of pride not only for the college but also for our community.

Wiley's recent establishment of the Center for Excellence in Student Leadership reflects the high standards borne out in the school's history, the same high standards expected of every student today.

Men of Strength is one example of a program recently initiated as part of the Center for Excellence. It focuses on promoting character development, academic achievement, positive imaging, and increased retention rate in male students.

The Ethical Leadership Conference, established in 2006, is also exceptional, as is the requirement that all students at Wiley—not just members of the nationally-recognized Debate Team--take debate courses. The brilliant work demonstrated by the students at the annual Debate held during Ethical Leadership week and shared with our community is a glorious reminder of the importance of teaching all our young people critical thinking skills and civil discourse.

As Dr. Joseph Morale, Vice President for Student Affairs, says, "It's not about where our students come from, it's about where they want to go."

Primary Contact for *The Buard History Trail*:

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PART II: DESCRIBE THREE COMMUNITY-DRIVEN PROJECTS

Project Three:

Our Community Collaboration for a Healthier Marshall

Like many other cities throughout the United States, Marshall is challenged by increasing rates of heart disease, type 2 diabetes, stroke, and cancer. Plus, according to the non-profit Alliance for a Healthier Generation, the state of Texas is the 5th highest state in the nation in childhood obesity with the rate of 36.6% and 15th highest in the nation in adult obesity with the rate of 30.9%.

Also, according to city-data.com, the percentage of families who live below poverty level in Harrison County, in which Marshall is county seat, is a heartbreaking 23%.

According to Feeding America, the food insecurity rate in Harrison County is 18.3%, with more than 3,000 of those who are food insecure being children. Marshall Independent School District states that between 70-75% of its K-12 students are eligible for Free and Reduced Lunch.

Two of community-driven projects that were featured in Marshall's 2014 All-America City application and finalist presentation—*Get Healthy Marshall* and *Mission Marshall*—continue to build on their work in reaching out to more and more adults and children in our community to address these daunting health and food insecurity challenges.

Five-term City of Marshall Mayor Ed Smith and his wife, Amanda Smith, took positive, well-informed steps to help our community address some of these health challenges by initiating, in 2011, an innovative program called *Get Healthy Marshall*.

Get Healthy Marshall found its roots in Mayor Smith's own experience in battling prostate cancer. In 2008, when he received this diagnosis, he and his wife carried out in-depth, science-based research about the health-promoting benefits of adopting a plant-based vegan diet. With the supervision of his doctor, Mayor Smith chose to take an alternative approach of treating the disease by changing to a plant-based diet—which means eating a wide variety of fresh fruits, vegetables, legumes, nuts, and whole grains, as well as eliminating dairy, egg, and meat products.

By making this dietary change, Mayor Smith's cancer disappeared. Experiencing this positive result from this healthful change in diet and believing it could benefit others as well, the Smiths decided to sponsor events in which the science and facts about a plant-based diet could be shared with our community.

In 2011, the Smiths invited Rip Esselstyn, former firefighter who helped his colleagues change to a plant-based diet and who wrote the New York Times best seller, "The Engine 2 Diet," to speak at two events. One event was specifically hosted for the Marshall Fire Department and Marshall City employees and another for members throughout our community. Nearly 200 people attended. In connection with these events, the Mayor challenged city employees and citizens to try the plant-based diet for 28 days and see the results for themselves.

In a region that many call the “Barbecue Belt” and where fried food is a mainstay, it would seem that there would be much resistance from citizens in embracing a plant-based diet. But, seeing the persuasive evidence from the science, a number in our community stepped up to take the challenge and made the dietary change. Soon, the positive experiences and encouraging medical reports of the citizens who took the *Get Healthy* challenge began to spread throughout our community.

For example, Reggie Cooper, who was, at that time, City of Marshall Fire Marshal and Assistant Fire Chief, took the challenge. Chief Cooper had previously been struggling to manage the often debilitating effects of diabetes by using medication. He thought that the plant-strong diet might provide some healing benefits. Cooper tried the diet for 28 days and saw the undeniable beneficial effects.

He has since lost 50 pounds and has been able to discontinue his use of diabetes medicine. He says he has never had more energy or a greater sense of vitality in his life.

Reggie Cooper, who we now endearingly call “Veggie Reggie,” is the first African American Fire Chief of the Marshall Fire Department. He has been a role model in our community for many years with regard to various outstanding aspects of his work as a first responder. But he has now become an eloquent speaker on the *Get Healthy* subject and has become an inspiration to community members, young and old, who are struggling with diabetes, losing weight, or other health issues.

In fact, this past October, Chief Cooper spoke to the students at Wiley College at a special health-focused collaborative event which was sponsored by *Get Healthy Marshall* in partnership with Wiley College’s annual Haywood Strickland Presidential 5K run and Walk-a-thon, which raises funds for student scholarships.

Fire Chief Reggie Cooper and Police Chief Eddie Campa, Marshall’s first Hispanic police chief who was hired in 2014, and about 15 members of their departments walked and ran the 5K with the Wiley students, faculty, and community members through the New Town neighborhood. This was not only an enjoyable and educational event, it was unifying as well, strengthening old relationships and building new friendships.

Get Healthy Marshall has a specific and expanded focus to educate college students so that they will be provided the scientific information about a plant-strong diet early in their lives to enable them to make more informed lifelong decisions about their health.

The event included a lecture by cardiologist, Dr. Baxter Montgomery, founder and president of the Houston Cardiac Association and the HCA Wellness Center, who endorses the plant-strong lifestyle for heart health. More than 200 hundred students attended the event.

Several students at Wiley College have started a plant-strong club this past fall, sponsored by one of the professors. They meet on campus on Thursdays at noon to share ideas, recipes, and to watch relevant videos. They have taken steps to approach the school to urge that the cafeteria incorporate healthier food choices for the students.

In addition to the support of local restaurants, a user-friendly website and social media presence, along with monthly community potluck dinners, one very important “ingredient” to the success of the *Get Healthy Marshall* program in our community has been the creation of the annual Health Fest.

With the cooperative work of business and community sponsors and a group of hard-working volunteers who wish to help our community members get healthier, the fourth annual festival will take place March 27-29. The 3-day festival includes lectures, cooking demonstrations, and classes presented by an array of highly-respected doctors, scientific researchers, chefs, nutritionists, and fitness experts from throughout our nation. The festival also showcases chefs and fitness instructors from our own community.

This year, to provide support for young people in finding out more information about the plant-strong diet but who may not have the resources to attend, ten full scholarships for the conference will be provided for each of Marshall’s four institutes of higher learning—Wiley College, ETBU, TSTC, and Panola College.

Marshall’s faith-based community has also gotten involved in the community collaboration to get healthier. Reverend Develous Bright, pastor of Ebenezer Methodist Church in the New Town/Wiley College neighborhood, is working with his church members to incorporate lessons on how to cook healthier and prepare group meals together on the same night as Bible study.

They have also coordinated group “coupon” field trips to the grocery store to help parishioners and other neighbors who may be under-resourced so they can share their coupons, buy healthy food together in bulk, and cook cooperatively in order to save money, eat healthier, and have supportive fellowship.

With a similar focus, the Harrison County office of the Texas A&M AgriLife Extension Service partnered with members of the local Master Gardeners, our Farmers Market, and members of *Get Healthy Marshall* to initiate in April of 2014 the “Grow Green Marshall” Youth Community Garden Project.

Students, ages 12 through 18, from schools throughout Marshall are provided guidance on planting vegetables and herbs in a 5,200 square foot community garden in downtown Marshall. Students learn not only organic gardening and how to provide ongoing care for a variety of crops, they are also taught business skills because the local downtown restaurants purchase their fresh produce and herbs. This program builds on the community’s already strong 4-H and Future Farmers of America programs.

Mission Marshall has also continued to expand its reach in our community this year to help families who may need assistance with regard to food, job skills, and housing.

Mission Marshall was created by caring individuals in our community who knew that there were already excellent non-profits, as well as many churches in our community, who had been doing outstanding work for many years in a variety of ways to assist those who were challenged by poverty, food insecurity, and the need for healthcare.

They met to see if there might be a way to coalesce some of these efforts “under one roof.” In this way, by consolidating efforts we, as a community, might be able to expand services to those in need and provide these services more cost-effectively since working at a centralized location could result in cost efficiencies.

After carrying out research on other non-profits in the state which had a similar focus and after working together to refine the logistics, goals, and funding, *Mission Marshall* was born.

By bringing together successful, time-tested service entities into one location, as well as reaching out and connecting with similar-minded organizations and churches in our community, *Mission Marshall* set forth its goal to provide helpful tools for people who are under-resourced.

After a 501c3 was established, a generous family in our community purchased a spacious, centrally-located building which they then made available at a no-cost lease and *Mission Marshall* opened its door in July, 2012.

Mission Marshall houses “under one roof” the United Churches of Marshall Food Pantry, Habitat for Humanity, and the Faith Clinic. The Food Pantry currently serves 850 families per month which is 60% in growth since *Mission Marshall* opened.

Mission Marshall initiated a new program, in 2014, called the Fresh Produce Program in which community members in need can receive fresh fruits and vegetables on the first and third Fridays of each month.

A typical Friday of volunteers who bag, sort, and distribute the produce can be a cross-section of students from Panola and Wiley Colleges, ETBU, and TSTC, alongside firefighters, members of law enforcement, and others, as well as those who are receiving the produce who want to stay there to pitch in to help. This new program connects its message with *Get Healthy Marshall* in underscoring the importance of incorporating fresh fruits and vegetables to help fight disease, assist strong nutrition, and help adults and children have more healthful lives.

Similarly, the East Texas Baptist University community service program, ETBU Cares, and the local Optimists Club, provide and deliver backpacks of food to local elementary schools for students in need so that they can have nutritious meals when they might otherwise not have any food over the weekend.

The Faith Clinic at *Mission Marshall* offers free medical service from volunteer physicians and nurses to help those in our community who have no insurance or who don’t qualify for government assistance. They treat 40 patients a month for medical service. They’ve recently introduced dental care for those in need. Local dentists volunteer their time to provide care, plus, this year, one retiring dentist in our community even donated his chair and equipment.

In Marshall, we believe in “marshalling” our resources so that the collaborative effort for a healthier community can continue.

Primary contact for *Get Healthy Marshall*:

Mayor Ed and Amanda Smith

38 Pine Burr Circle

Marshall, Texas 75672



TO: City Council
DATE: May 22, 2025
ITEM #: 3.B
SUBJECT: Proclamation declaring May 18-24 Annual Public Works Week for 2025.

Recommendation for Action:

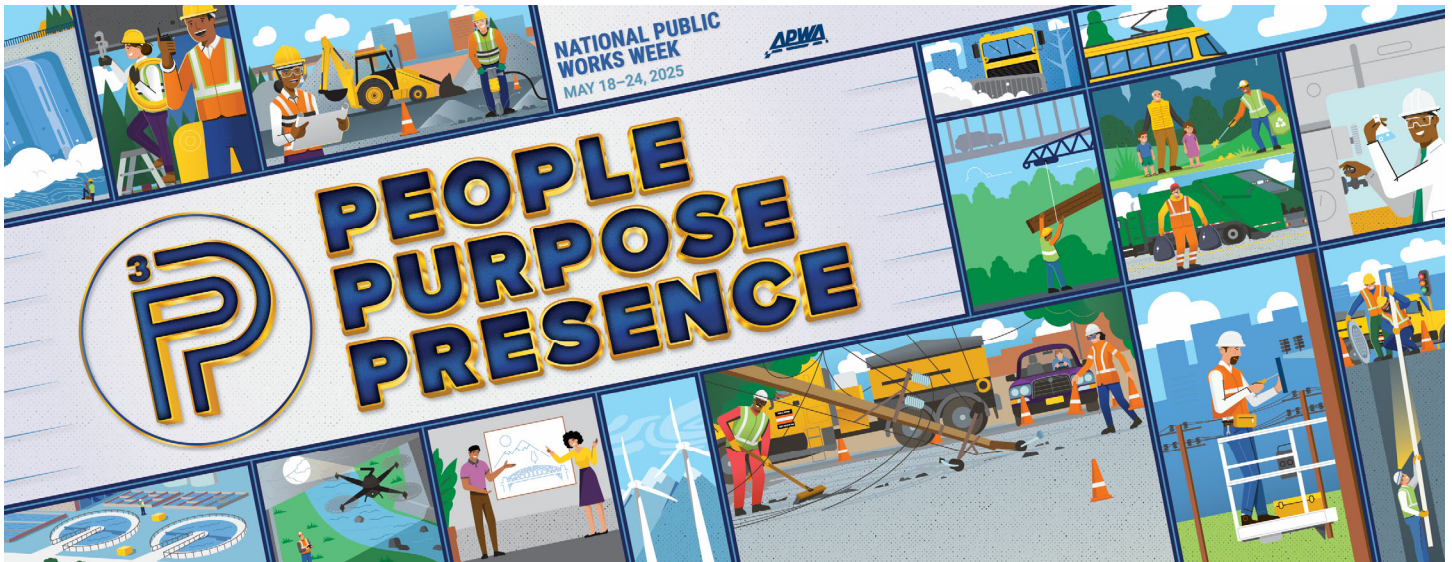
Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: 1. National Public Works Week Proclamation2025



National Public Works Week Proclamation

May 18–24, 2025

“People, Purpose, Presence”

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

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

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Marshall, Texas to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, Mayor Amy Ware, do hereby designate the week of May 18–24, 2025, as National Public Works Week. We urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State (to be affixed),

DONE at the Marshall, Texas City Council meeting this 22nd day of May 2025.

Mayor of the City of Marshall, TX



TO: City Council
DATE: May 22, 2025
ITEM #: 6.A
SUBJECT: Consider approval of the minutes from the April 28, 2025, Special-Called Council meeting. (City Secretary)

Recommendation for Action: Consider approval of the minutes from the April 28, 2025, Special-Called Council meeting.

Executive Summary: Minutes from the April 28, 2025, Special-Called Council meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 4-28-25 minutes

**Jean Birmingham Council
Chambers, City Hall**
401 South Alamo
Marshall, TX 75671
903-935-4421



Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
SPECIAL-CALLED CITY COUNCIL MEETING
April 28, 2025
5:00 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Special-Called meeting to order in the Council Chambers, City Hall at 05:04 PM.

PRESENT:

Mayor and Council Members:

Mayor Amy Ware
Councilmember Leo Morris
Councilmember Reba Godfrey
Councilmember Amanda Abraham
Councilmember Dathaniel Campbell
Councilmember Risa Jordan-Anderson

ABSENT: Councilmember Micah Fenton

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, Interim City Manager Cliff Carruth, Police Chief
Kristina Hamilton, Interim Finance Director
Randy Pritchard, Support Services Director
Nikki Smith, City Secretary/Payroll Accountant
Alex Agnor, Asst. City Manager/Economic Development & Strategic Initiatives Director

2. 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.

3. Discussion and Reports for City Council Consideration and Direction

A. FY26 Budget Discussion and Direction

Melissa Vossmer, City Manager, thanked the Council for attending the second work session to assist with determining what the goals, objectives and needs are for the FY 26 budget. Melissa Vossmer informed the Council that the Budget Manager, Julie Richards, will start Wednesday, April 30, 2025.

Ron Cox stated the goal of this meeting is to review the process and outcomes of the Council's planning session and further prioritize the items with two (2) or more points. Ron Cox asked Councilmember Campbell to discuss why he chose to serve and what attributes he brings to the Council, to include this with the list from the previous session.

Councilmembers engaged in a discussion with Ron Cox regarding the key elements of the Council's vision and mission. No changes were made from the previous session. The mission statement was discussed, and the wording was adjusted to include "welcoming", changing "place" to "community", and changing "thriving" to "growing". No changes were made to the core values.

Ron Cox provided information from the Staff Action Plan Committee which included the identified weaknesses and work done to address them. Work is being done to build a governance model for working together.

The council identified their focus areas and ranked their priorities.

4. **Adjournment**

Councilmember Abraham made a motion to adjourn. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.



TO: City Council
DATE: May 22, 2025
ITEM #: 6.B
SUBJECT: Consider approval of the minutes from the May 8, 2025, Regular Council meeting. (City Secretary)

Recommendation for Action: Consider approval of the minutes from the May 8, 2025, Regular Council meeting.

Executive Summary: Minutes from the May 8, 2025, Regular Council meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 5-8-25 minutes

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



Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING
May 8, 2025
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 06:04 PM.

PRESENT:

Mayor and Council Members:

Mayor Amy Ware
Councilmember Leo Morris
Councilmember Reba Godfrey
Councilmember Amanda Abraham
Councilmember Micah Fenton
Councilmember Dathaniel Campbell
Councilmember Risa Jordan-Anderson

ADMINISTRATIVE STAFF PRESENT:

Cliff Carruth, Police Chief
Eric Powell, Public Works Director
Kristina Hamilton, Interim Finance Director
Randy Pritchard, Support Services Director
Nikki Smith, City Secretary/Payroll Accountant
Reggie Cooper, Planning & Development Director
Marina Garcia-Heredia, Parks & Recreation Director
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. Director
Scott Rectenwald, City Attorney

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

- A. Proclamation declaring National Police Week and Peace Officer Memorial Day.
Mayor Ware read the proclamation and presented it to members of the Marshall Police Department.

Cliff Carruth, Police Chief, spoke regarding activities being held within the community on May 15, 2025, at the Civic Center, 2105 East End Blvd at noon. Cliff Carruth also thanked the Council for the proclamation.

- B. Proclamation declaring the month of May 2025 as Homeschool Month in Marshall, Texas.

Councilmember Campbell read the proclamation and presented it to members of the homeschool groups within the community.

Councilmember Campbell stated there are sign-up sheets available for two tours on May 12th and 19th at 2:00 PM for the homeschool groups to tour City facilities.

Ms. Angela thanked the council for their recognition of the homeschool community.

- C. Presentation of the Employee of the Month - May. (Employee Engagement Committee) William Huffman, Employee Engagement Committee, presented the Employee of the Month for May 2025, Len Ames, Police Department. The sponsor of the month is KMHT. Len Ames thanked the council and staff for this recognition.

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.

Marvin Rhodes, 2304 Palato Dr., spoke regarding his concern about the homeless situation in Marshall, suggesting a possible solution to create a resource center offering haircuts, clothing, housing vouchers, help with filing for benefits and vaccinations. Marvin Rhodes stated that homeless individuals need a hand up, not a hand out.

Devin Johnson, 1302 N. Franklin St., spoke regarding his concern about the homeless situation in Marshall, suggesting a possible solution to create a disciple program to help homeless individuals. Devin Johnson stated that homeless individuals need a hand up, not a hand out.

Dr. Tracy Andrus, 104 Johnson St., provided information regarding the fundraising efforts to upgrade the homeless shelter facility and stated they are starting a new program called HOME to assist with paying rent for families in Marshall, and working with agencies in town to help the people in the shelter.

Chip Arledge, 213 B N. Wellington Ave., requested Council to consider renaming E. End Blvd. north and south to George Foreman Parkway (or Boulevard).

Charles L. James II, 3719 St. James, spoke regarding his concern about the homeless situation in Marshall. Charles L., James II stated he started a non-profit, Will's Prayer, but he needs assistance with direction and structure. He stated that homeless individuals need help getting identification and to let them know they are seen.

5. Items to be Withdrawn From Consent Agenda

There were no items withdrawn from the Consent Agenda.

6. Consent Agenda

The items on the Consent Agenda require little or no deliberation by the Council. Approval of the Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations, a copy of which is filed with the minutes of the meeting. A Councilmember may remove items from the Consent Agenda by making such request prior to a motion and vote on the Consent Agenda.

Councilmember Godfrey made a motion to approve the Consent Agenda.

Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

- A. Consider approval of the minutes from the April 24, 2025, Regular Council meeting.
(City Secretary)

7. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

8. Ordinance

- A. **O-25-13** Consider approval of an Ordinance amending Ordinance O-24-19 adopting the FY25 Annual Budget. (Finance)

Kristina Hamilton, Interim Finance Director, provided information regarding the amendment totaling \$588,770, covering five funds; General, Hotel Occupancy Tax, Water & Wastewater Utility, Debt Service, and Capital Improvement.

Councilmember Jordan-Anderson asked if the repair and maintenance of a building at Airport Park for \$26,291 was in addition to the \$5.1 million. Kristina Hamilton stated this was unanticipated revenue for energy efficiencies and will be used for unexpected expenditure at Airport Park.

Councilmember Godfrey made a motion to approve O-25-13, an Ordinance amending Ordinance O-24-19 adopting the FY25 Annual Budget. Mayor Ware seconded the motion, which passed by a vote of 7:0.

9. Resolution

- A. **R-25-10** Consider approval of a resolution authorizing the early redemption of certain outstanding obligations of the City of Marshall and other related matters. (Finance)
Kristina Hamilton requested approval to authorize the early redemption of two debt issuances; the GO Refunding Bonds, Series 2016, saving \$51,730 in interest payments and Limited Tax Note, Series 2019, saving \$3,877 in interest payments. This will also create the ability to fund the 2026 CIP Program by creating additional capacity to issue new Certificates of Obligations without impacting current Interest & Sinking (I&S) rates.

Councilmember Godfrey made a motion to approve R-25-10, a resolution authorizing the early redemption of certain outstanding obligations of the City of Marshall and other related matters. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

- B. **R-25-11** Consider approval of a resolution establishing required accounting reserve levels by fund. (Finance)

Kristina Hamilton requested approval of a resolution establishing required accounting reserve levels by fund at 90 days. This will safeguard critical services, align with GFOA best practices of at least 60 days, strengthen our financial reputation by supporting our strong bond rating, which is currently AA-, and promoting transparency and discipline. Kristina Hamilton stated this updates the 2002 resolution and establishes a formal reserve requirement for the city's major and enterprise funds and sets a minimum reserve level.

Councilmember Jordan-Anderson asked if this was dissolving the 2002 resolutions and creating a new one, with the only difference being a reserve level of 90 days instead of 60 days. Kristina Hamilton stated the 2002 resolution had a 90-day reserve level. This resolution established the four specific funds for the 90-day reserve level.

Councilmember Godfrey made a motion to approve R-25-11, a resolution establishing required accounting reserve levels by fund. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

10. Action Items for City Council Consideration

- A. Consider a Request for a Waiver of Plan Review and Permit Fees Charged by the City in the Amount of \$16,848 for a Development Located at 2518 Cooper St., Marshall, TX for the Construction of Eighteen (18) Duplexes or Thirty-two (32) Units as requested by Kim Olusayna, Owner. (Councilwoman Godfrey & Councilman Morris)

Councilmember Godfrey made a motion to withdraw a Request for a Waiver of Plan Review and Permit Fees Charged by the City in the Amount of \$16,848 for a Development Located at 2518 Cooper St., Marshall, TX for the Construction of Eighteen (18) Duplexes or Thirty-two (32) Units as requested by Kim Olusayna, Owner. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

- B. Consider Approval to Create a New Part-time Animal Shelter Receptionist Position Effective May 12th to Provide Assistance in the Operation of the Animal Shelter. (Police)

Alex Agnor, Assistant City Manager, stated that Melissa Vossmer, City Manager, helped craft this item to address concerns regarding customer service and activity at the shelter and the need for more support in that area.

Cliff Carruth, Police Chief, met with the City Manager to figure out ways to improve customer service to assist with taking and tracking calls. This position will allow a part-time employee to work up to 19 hours per week to increase customer service, research calls and track them.

Mayor Ware stated this position will help track data and complete the feedback loop.

Councilmember Jordan-Anderson made a motion to approve creating a New Part-time Animal Shelter Receptionist Position Effective May 12th to Provide Assistance in the Operation of the Animal Shelter. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

- C. Consider approval of updates to the Marshall City Council Travel Policy. (Councilmembers Jordan-Anderson, Morris, Godfrey/City Secretary)
Nikki Smith, City Secretary, stated the two changes were made per the Council's request for the second paragraph in the "General" section and the examples added to the "Exceptions" section and sent to the Travel Committee. The Travel Committee approved the changes and the policy is being presented for approval by the Council.

Councilmember Jordan-Anderson made a motion to approve updates to the Marshall City Council Travel Policy. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

- D. Discussion and action concerning the modification requested by AT&T on the AT&T cell site lease located at 3219 Karnack Highway. (City Attorney)
Scott Rectenwald, City Attorney, provided the current lease and stated he requested AT&T to provide an amendment based on a monthly rental. AT&T offered an amendment reducing the payments to \$1,900 per month, reducing the extension term adjustments to 10% and including a right of first refusal. Scott Rectenwald stated if the lease is not approved there is a risk of losing this small revenue stream as AT&T does not need cell towers as much as they used to unless they can keep them economically viable for them.

Councilmember Abraham stated she is not in favor of an exclusive easement.

Councilmembers discussed the requested reduction of the monthly payment and that an exclusive easement would allow AT&T to lease the tower to other companies, generating a profit for them. Finance was asked to verify the current monthly payment amount, which was determined to be \$2,300 per month. It has been implied that if the modifications are not approved the agreement will be terminated.

Alex Agnor asked if, depending on the will of the council, with the structure proposed at the reduced rate and avoiding the exclusive easement, could the council approve the modification or does this item need to be brought back. It was stated the council could approve modification attached as Exhibit 3.

Scott Rectenwald stated that Exhibit 3 in the packet was what AT&T was willing to accept. There is no exclusive easement in Exhibit 3, it is an amendment to the lease.

Councilmember Godfrey asked what the term of the agreement were, which is renewed on a five (5) year basis.

Councilmember Campbell pointed out the agreement can be terminated at any time, with notice.

Alex Agnor stated the current agreement is still in place. This modification is requesting to make three changes: lower monthly payment, reduction of the extension term adjustments to 10% and including a right of first refusal.

Mayor Ware stated revisiting this item at the next meeting would allow time to research the financial aspect of any back payments owed and for time to review Exhibit 3 and the changes needed.

Councilmember Godfrey made a motion to table the modification requested by AT&T on the AT&T cell site lease located at 3219 Karnack Highway. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

- E. Consider Approval of a City Facility Naming Policy to Define the Process, Policies, Procedures, and Responsibilities Associated with the Naming or Renaming of City facilities in Honor of Individuals or Community Organizations. (Councilwoman Godfrey & Councilman Morris)
- Councilmember Godfrey stated this item was requested two years ago and there is a need for this policy.

Alex Agnor pointed out items for Melissa Vossmer: Section 5.4 referring to the owning department and Section 5.5 requiring the city manager to review the naming request proposals and bring them to council within 90 days of receiving them.

Councilmember Jordan-Anderson stated this policy uses the model of Houston. Councilmember Jordan-Anderson would like to use a policy with a population closer to the size of Marshall. Councilmember Jordan-Anderson would like more community involvement in the naming of streets, parks, etc.

Alex Agnor stated that Section 5.4.3 allows for the owning department to offer an opportunity for public input and to notify the recognized neighborhood association, allowing them to comment.

Councilmember Godfrey stated community involvement can be found in Sections 5.4.3 and 5.5, and the entire policy is geared to trying to address contributions made to the community.

Councilmember Jordan-Anderson asked for more investigation into the success of the policy in Houston as compared to smaller cities. Councilmember Jordan-Anderson stated she needs more information before making a decision.

Councilmember Godfrey stated that Section 6.10.2 addresses public comments as well, stating the owning department posts a notice of naming changes to allow for public comment.

Mayor Ware asked about Section 5.4.3 regarding neighborhood associations, stating the City does not have associations for the whole city. This is an area where public input isn't relevant, but she does not have a suggestion to make it more equitable at this time.

Councilmember Abraham stated the document is called City Facility Naming Policy, but it addresses streets and they are not facilities.

Councilmember Godfrey stated another example of public inclusion is Section 6.11.2, which allows for a public hearing to be held.

Councilmember Abraham stated the way the policy is written is inviting people to submit naming requests to the departments, and she is worried the departments will be

overwhelmed with requests. Councilmember Abraham agrees a policy is needed but does not agree that this is how it should be structured.

Councilmember Godfrey stated that Section 5.1 stated the request is submitted to the City Secretary in writing. Councilmembers discussed the owning departments still having to review the requests and whether the departments would have the capacity to process the requests.

The Council discussed creating a committee to draft a policy for the City of Marshall. Councilmembers Abraham, Godfrey and Jordan-Anderson will work with City Secretary, Nikki Smith, to look at other cities and what policies they have and bring the drafted policy back to the Council at a future meeting.

Mayor Ware made a motion to table pending further development from the ad hoc committee for policy subject matter. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

11. Discussion and Reports for City Council Consideration and Direction

- A. Discussion by City Council Regarding the Need for a Community Dialogue Concerning the Homeless Population and Availability of Support Services in Marshall. (Council)
Alex Agnor provided a summary of information provided at previous meetings regarding the need for a shelter in the City, the Point In Time count, and other services and providers to assist homeless individuals. There was a discussion about creating a policy for identifying community resources and listing them on the website. The City is not a current provider, but there are non-profits in the city that help.

Councilmember Jordan-Anderson stated the City has looked into the need for a homeless shelter facility. Councilmember Jordan-Anderson provided a needs assessment guideline that addresses mental health and homelessness. Councilmember Jordan-Anderson stated May is mental health awareness month and provided statistics on mental health diagnosis and key facts and talking points.

Councilmember Godfrey stated we need to separate the two, because of HIPAA laws. Councilmember Godfrey asked what the need assessment is based on, which was said to be for deciding what is needed within the community.

Alex Agnor stated we would need to have further discussions with organizations that provide services available so we don't duplicate them.

Mayor Ware stated we need to make sure organizations aren't overlapping. The city has a "megaphone" and can use it to bring awareness to the various organizations and how they provide assistance.

Councilmember Abraham would like to provide information and provide education on resources available in the community.

Councilmember Morris stated he feels there is a connection between homelessness and mental health, but also wants to include veterans in the conversation.

Councilmember Morris is glad the issue of homelessness is being talked about, since years ago, it was considered taboo. Councilmember Morris stated there is a need for a facility for homeless people and the City should try to find a way to help.

Councilmember Campbell stated that during the FY 2026 budget workshop, homelessness or mental health did not make the budget, so there is no funding available.

Councilmember Jordan-Anderson stated we are trying to educate people on mental health and to reduce the stigma of mental health.

Scott Rectenwald stated that the Council needs to give directions to staff on what information is wanted, what the end game is. Scott Rectenwald stated homelessness is not traditionally what a city does.

Alex Agnor stated the City Manager's summary asks what the council's goal would be and stated CDBG is waiting to find out the funding levels for the upcoming year. The direction seems to be for the City to be a facilitator for organizations to meet.

Councilmember Godfrey asked about the percentage of the CDBG area. The map/area is larger for the CDBG area, and CDBG already helps to address homelessness and mental health.

Councilmember Campbell stated the City should strengthen ties with businesses to equip people to be employable, and partner with businesses that need and can train employees.

Councilmember Jordan-Anderson asked if the mental health hotline could be placed on the website.

- B. Discussion concerning a local company, Done with it Hauling and Removal, and a request to discuss opportunities to provide solid waste services in Marshall.
(Councilwoman Godfrey & Mayor Ware)

Councilmember Godfrey stated this item was placed on the agenda to allow Melissa and Heath Kelly with Done With it Hauling and Removal to speak to the council and share their concerns.

Melissa and Heath Kelly presented information regarding their company, Done With it Hauling and Removal. Melissa and Heath stated that Ordinance O-03-03 was a barrier to local business and spoke regarding the problems they feel exist with the exclusive waste management contract. They asked the council to allow for free market competition, to update Ordinance O-03-03 and to add small business initiatives.

Councilmember Jordan-Anderson stated she sees that Republic donates \$21,000 annually, of which \$15,000 goes towards housing demolition. Councilmember Jordan-Anderson asked if any homes have been demolished in the past six (6) years.

Scott Rectenwald stated he is aware of approximately a dozen houses that have been demolished through the judicial substandard building process. Councilmember Jordan-Anderson stated she would like to see a list of those houses.

Councilmember Abraham asked about services provided by Done With it Hauling and Removal.

Gene Keenon, Republic Services, provided information regarding the contract between the City of Marshall and Republic Services.

Councilmember Campbell asked if Mr. Heath Kelly knew of any other companies that provide full haul away services in the area. It was stated there was not one in Marshall, which Councilmember Campbell stated was what the majority of the residents of Marshall needed.

Councilmember Campbell asked if the insurance for Done With it Hauling was comparable with Republic Services. Mr. Kelly stated he was not sure what all the insurance covered, but they were not addressing the pushcart service.

Councilmember Campbell asked Gene Keenon about the contract and if the service of the dumpster by Republic versus the service of the person carrying items away is different. Gene Keenon stated it was all covered in the price, but that, as far as he understands, a company can come in to haul off items such as tires, recycling, junk, etc. Republic Industries pays for the exclusive right for dumpsters to be placed at things like a roofing job or construction site and the City can control what the rates can be, how much insurance is required, and how much the performance bond will be per the RFP.

Councilmember Abraham stated we have to look at the services for the City as a whole, so there are only two options; have the contract with Republic Services or provide the services in-house, which is not something the City can take on. The ordinance does not prevent a company coming into the city and hauling off items from a residence.

Mr. Kelly stated a company can not survive in this area by providing only full-service junk removal. Many companies cannot afford to have full-service junk removal; they have to supplement them with roll-off dumpsters.

Councilmember Morris stated the New Town Association is assisted by Republic Services, who comes out for the collection and provides a rain out date if needed.

Councilmember Jordan-Anderson asked if the Kellys and Republic could work together. Mr. Kelly stated Republic had nothing to do with their request, they were just asking for a fair playing field.

Alex Agnor stated it sounds like the ordinance is the issue and if it's the Council's direction, the City Attorney, City Secretary and City Manager will look at the ordinance further and make sure it is interpreted as intended.

Councilmember Campbell stated the intention is not to hurt small businesses. The goal for the City is the citizens.

12. Adjournment

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



TO: City Council
DATE: May 22, 2025
ITEM #: 8.A
SUBJECT: Consider approval to enter into a professional services agreement with Hayes Engineering - T&P Stormwater Project - \$522,300. (Public Works)

Recommendation for Action: Approve the Design Task order in the amount of \$522,300

Executive Summary: This agreement is for the design phase of the T&P Stormwater project that is being funded through Texas Water Development (TWDB) Flood Infrastructure Funding (FIF). The City solicited statements of qualifications from local firms and Hayes Engineering of Longview ranked the highest. This work will complete the overall design of the project, including environmental review, permit preparation, mitigation plans and final construction documents. The initial concept design was completed in 2020 and submitted to the TWDB for approval under the Flood Improvement Funds program and was awarded funding in 2022. Some of the remaining items are completion of stormwater basin design, including the dam and spillway, developing a complete environmental review of the area and a submittal to the Army Corps of Engineers for review and permit approval, development of any mitigation areas based on Corps review and then final completion of all construction documents and bidding. All related expenses for this work order are funded through the TWDB FIF program.

Focus Area(s): Improvement to Infrastructure

Budget Cost: \$522,300

Staff Contact: Eric Powell, PE

Attachments:

1. 20250508 Marshall Parker Creek Work Order
2. 20250508 AGREEMENT FOR ENG SERVICES
3. ParkerCreekProjectTWDB
4. COMMDUTWDBParkerCreekRFQ_ReviewScores
5. Item11A_TandPProject_ParkerCreek

WORK ORDER FOR PROFESSIONAL SERVICES

W.O. NO. MA-25-01

This will constitute authorization by the **City of Marshall, Texas** (Owner) for **Hayes Engineering, Inc.** (Engineer) to proceed with engineering services for the following described "Project":

Parker Creek Detention Pond

The Project consists of constructing approximately 1,000 LF of earthen embankment detention pond levee, primary outlet structure, concrete primary spillway and related work.

We understand the scope of engineering services for the Project as follows:

REPORT PHASE:

- 1) Attend kick-off meeting with all team members to review all applicable documents and meet with Public Works Department staff to establish all existing relative information from the funding application.
- 2) Prepare Engineering Feasibility Report and concept level sketches that meet the EFR requirements of the TWDB Flood Infrastructure Fund
- 3) Coordinate the preparation of an Environmental Information Document that meets the EID requirements of the TWDB Flood Infrastructure Fund to document the initial project environmental review to include a description of the proposed improvements, potential impacts, preliminary estimates of probable mitigation costs and recommendations.
- 4) Review Engineering Report with Public Works and TWDB staff.

Sub Total \$ 30,000

PRELIMINARY DESIGN ENGINEERING PHASE:

- 5) Prepare preliminary plans in sufficient detail to convey scope and features of the proposed improvements for dam, primary spillway, and emergency spillway. Review with staff.
- 6) Prepare preliminary engineering designs for utility relocations in sufficient detail to convey the proposed alignments, sections, and details of the proposed improvements. Review with staff.
- 7) Submit relative preliminary documents to utility companies for review and comments.

Sub Total \$ 60,000

FINAL DESIGN ENGINEERING PHASE:

- 8) Prepare finalized detailed construction drawings and specifications for dam, primary spillway, and emergency spillway for the proposed improvements. Provide construction specifications. Submit to staff for final review and approval.
- 9) Prepare finalized detailed construction drawings and specifications for utility relocations. Submit to staff for final review and approval.
- 10) Prepare final estimate of probable construction cost and develop bid quantities.
- 11) Submit finalized documents to regulatory agencies as required. Agencies may include TWDB, FEMA, and TCEQ.

Sub Total \$ 66,000

BIDDING PHASE:

- 12) Prepare formal bid documents. Advertise project and conduct Pre-Bid Conference. Coordinate with contractors during bid phase. Issue addendums and clarifications as necessary. Receive bids for construction contract, tabulate and make recommendations on bids received. Prepare formal contract documents between City and successful bidder.

Sub Total \$ 3,000

CONSTRUCTION PHASE:

- 13) Conduct Pre-Construction Conference. Review contractor submittals.
- 14) Perform site visits once per week and prepare written summary weekly detailing progress of construction.
- 15) Review and process monthly contractor pay requests. Process change orders, if required.
- 16) Perform punch list and final inspection for project acceptance.
- 17) Provide "As-Built" plans to City.

Sub Total \$ 15,000

OPERATIONAL PHASE:

- 18) Provide services for the eleventh month warranty inspection.

Sub Total \$ 1,000

OTHER SERVICES:

19)	Resident Project Representative Services (Budget Item: 26 weeks x 20 hrs/wk x \$60/hr)	\$ 31,000
20)	Update existing FEMA models and prepare FEMA CLOMR for construction and submit LOMR after completion to update floodplain mapping as a result of the project.	\$ 75,000
21)	Prepare and submit water rights permits/agreements for converting water impounded for recreational use.	\$ 25,000
22)	Subcontract with a surveying firm to provide design field surveys and for horizontal and vertical control for construction.	\$ 13,500
23)	Subcontract with a geotechnical engineering firm to perform a soils investigation and make recommendations for the project design.(Budget Item proposal from Terracon)	\$ 127,800
24)	Subcontract with a geotechnical engineering firm to perform materials testing services during construction.(Budget item)	\$ 30,000
25)	Subcontract with an environmental firm to evaluate waters of the US wetland determinations/delineations, threatened/endangered species surveys, archeological analysis and make recommendations regarding USACE permitting required for the project and prepare EID.(Budget item)	<u>\$ 45,000</u>
Sub Total		\$ 347,300
TOTAL PROJECT		<u>\$ 522,300</u>

Items 1 thru 4, 22 and 25 will be completed within approximately one hundred eighty (180) days at an estimated cost of \$30,000 for engineering, \$45,000 for environmental services and \$13,500 for surveying services.

Items 5 thru 11, and 23 will be completed within an additional one hundred eighty (180) days at an estimated cost of \$126,000 for engineering and \$127,800 for geotechnical services. The City of Marshall will drain the ponds and provide clearing and access for soil borings.

Item 12 will be completed within an additional sixty (60) days at an estimated cost of \$3,000.

Items 20 and 21 will be completed simultaneously with the design phase at a cost of \$100,000 for engineering services and will require an additional 180 days for review and approval from regulatory agencies.

Items 13 thru 17, 19 and 24 will coincide with the construction contract, which is estimated to be one hundred eighty (180) calendar days. The estimated cost associated with the construction phase would be \$15,000 for engineering services, \$31,000 for project representative services, and \$30,000 for materials testing services.

Item 18 will coincide with the one (1) year warranty period of the completed construction contract at an estimated cost of \$1,000 for engineering services.

For performing the services described, the Engineer is to be paid \$30,000 for the report phase, \$129,000 for the preliminary and final design and bid phase, \$16,000 for the construction and operational phase, and \$347,300 for other services for a total maximum not to exceed the amount of \$522,300.

APPROVED:
CITY OF MARSHALL, TEXAS

BY: _____
Melissa Vossmer, City Manager

ATTEST: _____

DATE: _____

ACCEPTED:
HAYES ENGINEERING, INC.

BY: _____
Stanley R. Hayes, P. E., Principal

ATTEST: _____
Austin Lightle, P.E., Corporate Secretary

DATE: _____

ATTACHMENT

PROJECT SCHEDULE

CITY OF MARSHALL, TEXAS PARKER CREEK DETENTION POND

<u>TASK</u>	<u>SEQUENTIAL DURATION</u>
Environmental Planning Document	November 30, 2025
Environmental Finding by TWDB	February 28, 2026
Engineering Planning Documents	November 30, 2025
TWDB Approval of Planning Documents	February 28, 2026
Completion of Design	August 31, 2026
Construction Start	March 31, 2027
Construction Complete	October 31, 2027

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT made, entered into and executed this the ____ **day of May, 2025**, by and between the **City of Marshall, Texas**, hereinafter called the "Owner", acting herein, by and through one of its officers, who is duly authorized to act for and in behalf of said Owner, and **Hayes Engineering, Inc.**, hereinafter called the "Engineer", acting herein, by and through one of its officers, who is duly authorized by the Engineer, for engineering services for **City of Marshall – Parker Creek Detention Pond**. Such improvements are hereinafter called the "Project".

NOW, THEREFORE, THE Owner and the Engineer, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

SECTION I - EMPLOYMENT OF ENGINEER

In the event of the employment by Owner of the Engineer and the Engineer's agreement to perform services in connection with any of the construction work and related improvements anticipated herein, the Owner agrees to pay to the Engineer compensation as hereinafter provided. The parties acknowledge that Owner is under no obligation to Engineer to offer such employment but is free to employ any other engineer for the performance of the anticipated project work irrespective of whether this contract has been terminated in accordance with Section XI. The Engineer will be compensated for any and all preliminary work performed to develop the project in accordance with the schedule of fees or hourly rates contained in the appropriate work order in accordance with Section II.

SECTION II - WORK ORDERS

The total of all work to be performed under this Agreement shall be divided by the Owner and shall be authorized by the Owner in writing to the Engineer in the form of Work Orders. Such Work Orders shall be serially numbered and dated, shall set forth in reasonable detail the scope and limitation of the engineering services desired by the Owner thereunder, and shall show the fee basis, approximate total amount of engineering fee, and approximate date of completion of the services authorized. Where applicable, Work Orders shall show the estimated cost of the construction work for which engineering services are being authorized.

The Engineer shall acknowledge receipt and acceptance of each Work Order in writing or reject same, stating the reason therefore. No commitment shall have been made by the Owner, and the Engineer is under no obligation to commence the work, until such a Work Order had been made by the Owner and accepted by the Engineer, both in writing.

SECTION III - CHARACTER AND EXTENT OF SERVICES

The Engineer shall render the following professional services necessary for the development of the Project.

A. Preliminary Phase:

1. Attend preliminary conferences with the Owner regarding the Project;
2. Prepare a preliminary engineering study, and report if applicable, on the Project in sufficient detail to indicate clearly the problems involved and the alternate solutions available to the Owner, to include preliminary layouts, sketches and cost estimates for the Project, and to set forth clearly the Engineer's recommendations.

3. Furnish the Owner three (3) hard copies and one (1) digital copy of the preliminary report, if applicable.
- B. Design Phase:
1. Establish the scope of any soil and foundation investigations or any special surveys and tests which may be required for design, and arrange for such work to be performed;
 2. Furnish to the Owner, where applicable, the engineering data necessary for applications for routine permits required by local, State, and Federal authorities (as distinguished from detailed applications and supporting documents for government grants, planning advances, or permits);
 3. Prepare detailed contract drawings and specifications for construction authorized by the Owner;
 4. Prepare detailed cost estimates and bidders' proposal forms for authorized construction;
 5. Furnish the Owner one (1) digital copy and three (3) sets of hard copies of plans, specifications, notice to bidders, and bidders' proposals.

SECTION IV - PERIOD OF SERVICE

The services called for in Section III-A (Preliminary Phase) of this Agreement shall be completed and the report, if applicable, submitted within the earliest reasonable period following the receipt by the Engineer of notice to proceed.

After receipt from the Owner of acceptance of the Preliminary Phase services, indicating any specific modification or changes in scope desired by the Owner, and upon authorization from the Owner, the Engineer will proceed with the performance of the services called for in Section III-B (Design Phase) of this Agreement, so as to deliver completed contract drawings, specifications and estimates of cost for all authorized design on the Project.

This Agreement shall remain in force for a period which may reasonably be required for design of the Project, including extra work and any required extensions thereto.

The final acceptance by the Texas Water Development Board of the design of the Project shall serve as evidence of completion, on the part of the Engineer, of all design services of the Project.

SECTION V - COORDINATION WITH THE OWNER

The Engineer shall hold periodic conferences with the Owner, or his representatives, to the end that the Project, as perfected, shall have full benefit of the Owner's experience and knowledge of existing needs and facilities and to be consistent with his current policies and construction standards. To implement this coordination, the Owner shall make available to the Engineer for use in designing and constructing the Project, all existing plans, maps, field notes, statistics, computations and other data in his possession relative to existing facilities and to the Project.

SECTION VI - BASIS OF COMPENSATION

For and in consideration of the services to be rendered by the Engineer, the Owner shall pay, and the Engineer shall receive, the fees hereinafter set forth in the attached Work Order MA-25-01 for the Preliminary, Design, and Construction Phases of the work.

Payment for direct non-labor and subcontract expenses shall be reimbursed at invoice cost plus a ten percent (10%) service charge.

A. Additional Services and Charges:

Additional services to be performed by the Engineer, if authorized by the Owner, which are not included in the above described Preliminary and Design Phases, and their basis of charges are described as follows:

1. Additional Services

- a. Field surveys for preliminary and design, and other field investigations;
- b. Field layouts, and services of resident Project Representative during construction;
- c. Investigations involving detailed consideration of operation, maintenance and overhead expenses; and the preparation of rate schedules, earning and expense statements, feasibility studies, appraisals, valuations, assessment schedules, and material audits or inventories required for certification of force account construction performed by Owner;
- d. Making necessary land surveys, establishing boundaries, monuments, and preparing deed, right-of-way, and easement descriptions;
- e. Preparation of applications and supporting documents for Federal aid programs and State assistance and permits;
- f. Preparation of any required environmental impact assessments or statements.

2. Basis of Charges

An agreed lump sum, with reimbursement for direct non-labor expense and subcontract expense at invoice cost plus a ten percent (10%) service charge;

B. Interest on Delayed Payments:

Any payments, not in dispute, not made within thirty (30) days on statements rendered in accordance with the above provisions shall be subject to a charge for interest at the rate of five percent (5%) per annum, beginning thirty (30) days from the date of the statement.

C. Services Not Included:

The Engineer's services will not include the sampling and testing of materials, such as soils, concrete, reinforcing steel, etc., as this is a service rendered by commercial testing laboratories; however, the Engineer will recommend the type and number of such tests to the Owner and recommend testing agencies to perform this function. The Engineer will assist in planning and inspection soil borings, foundation investigations, and samples and tests as may be required, in arranging for such services to be performed on behalf of the Owner, and in interpreting the results.

SECTION VII - EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Agreement:

- A. The employer will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual identity, gender identity, or national origin. The Employer will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, color, religion, sex, sexual identity, gender identity, or national origin. Such an action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Employer agrees to post in a conspicuous place, available to employees and applicants for employment, notices to be provided by the Agency setting forth the provisions of this nondiscrimination clause.

- B. The employee will, in all solicitations or advertisements for employees placed by or on behalf of the Employer, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual identity, gender identity, or national origin.

SECTION VIII - REVISION TO DRAWINGS AND SPECIFICATIONS

The Engineer will make, without expense to the Owner, such revisions of the preliminary drawings as may be required to meet the needs of the Owner, but after a definite plan has been approved by the Owner, if a decision is subsequently made by the Owner, which for its proper execution, involves extra services and expenses for changes in, or additions to the drawings, specifications or other documents, or if the Engineer is put to labor or expense by delays imposed on him from causes not within his control, such as by the delinquency or insolvency of contractors, etc., the Engineer shall be compensated for such extra services and expense, which services and expense are not to be considered as covered by the services and charges described in Sections III and IV above. Compensation for such extra services shall be as per the agreed "Schedule of Fees" plus reimbursement for direct non-labor expense and subcontract expense at invoice cost plus a ten percent (10%) service charge.

SECTION IX - OWNERSHIP OF DOCUMENTS

All documents, estimates, specifications, field notes, and data are the property of the Owner. Engineer may retain copies thereof for his use. Engineer may retain original drawings upon providing Owner with reproducible copies that shall become the property of Owner who may use them for any purpose Owner may choose. The Engineer is held harmless for any reproduction or use of the plans for other than their intended purpose.

SECTION X - LIMITATION OF LIABILITY

The Owner agrees to limit the Design Professional's liability to the Owner and to all construction Contractors and Subcontractors on the project, due to the Design Professional's professional negligent acts, errors or omissions such that the total aggregate liability of Hayes Engineering, Inc. to all those named shall not exceed \$250,000 or the amount of the Design Professional's fee, whichever is greater.

SECTION XI - OWNERS RIGHT TO AUDIT

For all Work Orders issued to the Engineer, subsequent to this Agreement, which amount to \$2,500.00 or more, for work to be performed on Projects in which funds are acquired by the Owner from a State agency for Project construction, the Engineer hereby authorizes and agrees that the Owner, the State grantor agency, the Comptroller of the State of Texas, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Engineer which are directly pertinent to a specific grant program for the purpose of making audit, examination, excerpts, and transcriptions.

SECTION XII - TERMINATION

The Owner may terminate this Agreement at any time by a notice in writing to the Engineer. Upon receipt of such notice, the Engineer shall, unless the notice directs otherwise, immediately discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. As soon as practicable after receipt of notice of termination, the Engineer shall submit a statement showing in detail the actual services performed under

agreement to the date of termination. The Owner shall then pay the Engineer promptly that proportion of the prescribed fee for which the reasonable value (quantum) of the services actually performed under this Agreement bear to the reasonable value of the total services called for under this Agreement, less such payments on account of the fee as have been previously made. Copies of all completed or partially completed designs, plans and specifications prepared under this Agreement is terminated, but subject to the restrictions as to their use, as set forth above.

THE OWNER AND THE ENGINEER each binds himself and his partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the Owner nor the Engineer shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the Owner.

IN TESTIMONY OF WHICH this instrument has been executed on behalf of the above named Engineer and has been executed on behalf of the Owner in two (2) counterparts each of equal force, on the day and year first above written.

OWNER:

ENGINEER:

CITY OF MARSHALL, TEXAS

HAYES ENGINEERING, INC.

By: _____
Melissa Vossmer
City Manager

By: _____
Stanley R. Hayes, P.E.
Principal

ATTEST:

ATTEST:

Austin Lightle, P.E., Corporate Secretary

Address for giving notices:

Address for giving notices:

P.O. Box 698
Marshall, TX 75671

2126 Alpine Road
Longview, TX 75601

PRESS RELEASE:
PARKER CREEK DETENTION POND PROJECT GRANT SUBMITTAL

The City of Marshall is submitting an application to the Texas Water Development Board under the “*Flood Infrastructure Fund (FIF)*” program for the proposed Parker Creek Detention Pond project. Passed by the Legislature and approved by Texas voters through a constitutional amendment, the FIF program provides financial assistance in the form of loans and grants for flood control, flood mitigation, and drainage projects. The purpose of this project is to reduce flooding of US Hwy 59 and US Hwy 80 in Marshall, Texas where US Hwy 59 is a designated hurricane evacuation route.

Construction of the proposed Parker Creek Detention Pond will significantly reduce the frequency and depth of flooding at the US Highway 80 and US Highway 59 road crossings of Parker Creek. The proposed Parker Creek Detention Pond will be constructed on a 33.565-acre tract of land owned by the City of Marshall. The detention pond as proposed will have permanent body of water of approximately 20 acres which will enhance the use of the property as a municipal park for the citizens of Marshall. Major features of the proposed detention pond include: 1) an earthen embankment of approximately 1,000 feet length with a maximum height of 20 feet, 2) a reinforced concrete principal spillway conduit of 10 feet span by 6 feet rise by 150 LF length and 3) an concrete-lined emergency spillway of 200 feet crest length.

Total amount requested through the program is \$3,160,000 which represent the design and construction costs for the project.

PROJECT LOCATION:



RFQ CONSULTANT EVALUATION

City Project: 2023 TWDB Parker Creek Stormwater Project

City Project Number: RFQ-PW-2023.02

RFQ Bid Opening Time/Date: October 18, 2023 @ 2:00 pm

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

	Respondent Experience with TWDB FIF (max 25 pts)	Experience with Federal/State Environmental Planning and (max 25 PTS)	Experience with detention pond and stormwater control engineering design (max 20 pts)	Qualifications of Project Team (max 10 pts)	Knowledge of local and regional issues and office location. (max 10 pts)	References (max 10 pts)	TOTAL POINTS (max 100 pts)
CONSULTANT FIRM							
Hayes Engineering, Inc	23.33	23	18	9.33	10	10	93.66
KSA	21	23.67	18	9.33	8.67	10	90.67

Review Committee Response:



Date: 10/30/2023

NOTE: The totals in each category are the average based on the review committee response.

Public Works

Municipal Drainage Utility

T&P Stormwater Project
Design Task Order agreement





PROJECT BACKGROUND

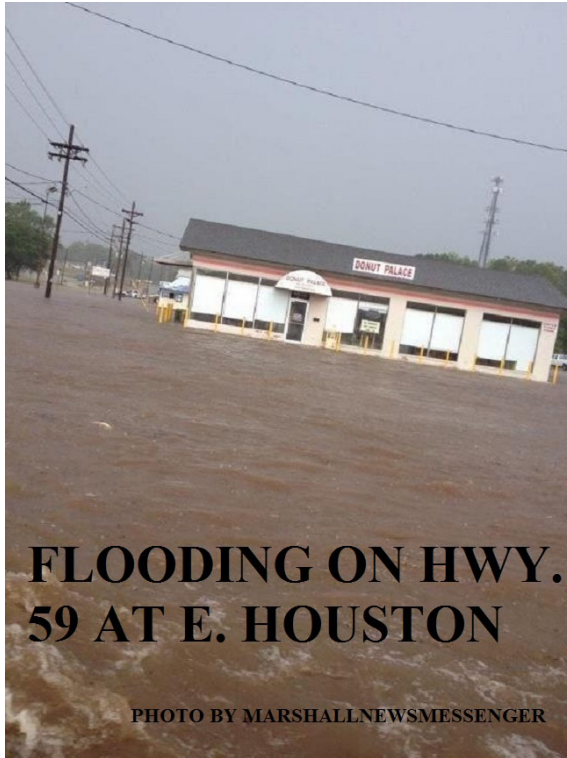
The purpose of this project is to reduce flooding of US Hwy 59 and US Hwy 80 in Marshall, Texas where US Hwy 59 is a designated hurricane evacuation route. Construction of the proposed Parker Creek Detention Pond will significantly reduce the frequency and depth of flooding at the US Highway 80 and US Highway 59 road crossings of Parker Creek.

MAY 2015



**FLOODING ON HWY. 80 EAST
PARKER CREEK**

PHOTO BY MARSHALLNEWSMESSENGER



FLOODING ON HWY. 59 AT E. HOUSTON

PHOTO BY MARSHALLNEWSMESSENGER



FLOODING ON HWY. 59 AT E. HOUSTON

PHOTO BY MARSHALLNEWSMESSENGER



PARKER CREEK - 2011

CURRENT TP PONDS



PROJECT COST\FUNDING BREAKDOWN

The list below is a breakdown of the estimated project costs and the funding sources:

- 1. Total project estimate for all construction, engineering design, environmental planning and other necessary expenses - \$3,159,000**
- 2. Funding Sources and Amounts:**
 - a) \$1,105,650 – Grant from Texas Water Development Board (TWDB)**
 - b) \$2,050,000 – Bonds issued by City of Marshall, purchased by Texas Water Development Board at 0% interest.**

Based on a projected payback of 25 years, the annual debt payment from the Drainage Utility will be \$82,000 per year.

Engineering Design Task Order with Hayes Engineering Cost: \$522,300 (paid out of TWDB FIF Funds)

Staff Recommendation:

- City Council approves the engineering design work order W.O. No. MA-25-01 and Agreement for Engineering Services in the total amount of \$522,300.



Item # 11A – Public Works and Utilities



TO: City Council
DATE: May 22, 2025
ITEM #: 8.B
SUBJECT: Consider approval of an expenditure for an emergency water main repair on Young St, in the amount of \$79,548 performed by Koppl Pipeline Services. (Public Works)

Recommendation for Action: Council approves the expenditure in the amount of \$79,548 for the emergency repairs at Young St performed by Koppl Pipeline Services.

Executive Summary: Executive Summary: Young Street Water Main Repair – 2025

Project Overview:

The City of Marshall Public Works Department conducted an emergency repair project on a 16-inch water main located near 109 Young Street. The project was initiated on January 23, 2025, following reports of a leak at the edge of the roadway, and concluded with site restoration on March 14, 2025. The repair involved excavation, leak containment, valve installation, pipe replacement, and site restoration.

Timeline and Key Activities:

- January 23, 2025: Initial excavation near 109 Young Street identified a water leak originating from beneath the concrete line at 18/20 Young Street. The main was temporarily covered while parts and shut-off valves were sourced.
- January 27, 2025: Exposed the outer diameter of the main; placed traffic control devices to protect the work area.
- February 3–14, 2025: Attempted to locate water isolation valves and reviewed field plans. Identified usable valves on Spring/Nolan Street and 1500 Rusk Street.
- February 24, 2025: Exposed the leaking section of the 16" water main and installed a 16"x30" repair clamp to temporarily stop the leak.
- February 26, 2025: Upon repressurization, a new split occurred in the main, necessitating partial pipe replacement.
- February 27, 2025: Solicited quotes from contractors for cutting and welding work and valve installation. Coppel Co. was selected based on availability and lowest quote.
- February 28, 2025: Prepared excavation sites on both ends of the leak to enable valve installation.
- March 1–2, 2025: Contractors installed tapping sleeves and valves on both ends of the main and encased them in concrete.
- March 3, 2025: Water was shut off using the new valves; the damaged pipe section was cut out and replaced. The line was successfully repressurized, and the area was backfilled.
- March 14, 2025: Final site restoration was completed, including yard dressing, surface smoothing, and removal of traffic control materials and debris.

- Conclusion:

The Young Street Water Main Repair was completed successfully with minimal service disruption and a timely response to emerging issues. The installation of new valves has enhanced future maintenance capabilities. The project reflects strong coordination between City staff and contractors, efficient resource management, and commitment to infrastructure reliability.

Focus Area(s): This item aligns with the following council adopted focus area(s):
Improvements to Infrastructure

Budget Cost: \$79,548

Staff Contact: Eric Powell, PE Director

Attachments: None



TO: City Council
DATE: May 22, 2025
ITEM #: 8.C
SUBJECT: Consider an Amendment to an existing KSA agreement for design services related to utility relocations along I20 and SL390 in the amount of \$162,903. (Public Works)

Recommendation for Action: Council approves amendment number 2 to add the landman activities in the amount of \$162,903,

Executive Summary: The attached document outlines a modification to the existing Task Order for engineering services related to the US 59 Relief Route (Future I-369) project. The Engineer will provide additional services involving landman support for the acquisition of easements necessary for utility relocations. Specifically, these services include securing temporary construction easements for nine properties along I-20, and approximately 40 temporary and three permanent utility easements along SL-390.

The scope of services previously authorized remains unchanged; however, the owner's responsibilities are revised to include consideration payments to landowners if easement donations are not secured voluntarily. For these additional services, the owner will compensate the Engineer \$34,103 for I-20 easement acquisitions and \$128,800 for SL-390 easement acquisitions. The service schedule is yet to be determined, and no other amendments to the Task Order are proposed at this time.

Focus Area(s): This item aligns with the following council-adopted focus area(s): Improve infrastructure.

Budget Cost: \$162,903

Staff Contact: Eric Powell, P.E.

Attachments: 1. 103076 AM 2 for signature

Amendment To Task Order No. 2

1. Background Data:

- a. Effective Date of Task Order Agreement: May 29, 2025
- b. Owner: City of Marshall
- c. Engineer: KSA Engineers, Inc.
- d. Specific Project: IH-369 Utility Relocation

2. Description of Modifications

- a. Engineer shall perform the following Additional Services: Landman services for assistance acquiring temporary construction easements and permanent utility easements for utility relocations associated with the US 59 Relief Route (Future I-369). Easement acquisitions for I-20 utility relocations include temporary easements on 9 properties. Easement acquisitions for SL-390 utility relocations include temporary easements on approximately 40 properties and permanent utility easements on 3 properties.
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: None
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: Consideration payments to landowners in the event that landowners are not willing to donate the easements.
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:

Easement Acquisition Services (I-20):	\$ 34,103
Easement Acquisition Services (SL-390):	\$128,800
- e. The schedule for rendering services under this Task Order is modified as follows: TBD
- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: None

3. Task Order Summary (Reference only)

a. Original Task Order amount:	\$ 1,144,525
b. Net change for prior amendments:	\$ 754,150
c. This amendment amount:	\$ <u>162,903</u>
d. Adjusted Task Order amount:	\$ <u>2,061,578</u>

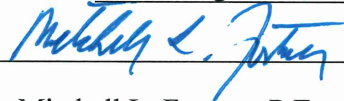
The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER: City of Marshall

ENGINEER: KSA Engineers, Inc.

By: _____

By: 

Name: Melissa Vossmer

Name: Mitchell L. Fortner, P.E.

Title: City Manager

Title: Managing Principal

Date Signed: _____

Date Signed: 4-16-2025



TO: City Council
DATE: May 22, 2025
ITEM #: 8.D
SUBJECT: Consider approval of an expenditure for network equipment to CDW in the amount of \$121,421.00. (Support Services)

Recommendation for Action: It is recommended that the City Council approve this expenditure in the amount of \$121,421.00 to CDW Government under DIR Contract DIR-TSO-3763 for the purchase of the specified CISCO network equipment. This investment is necessary to modernize the city's network infrastructure and improve reliability, enhance security, and support the growing technological needs of the City of Marshall.

Executive Summary: This request seeks approval for the necessary expenditure to upgrade the network infrastructure serving the City of Marshall, Texas. The current network equipment has approached end-of-life and requires replacement to ensure reliable, secure, and efficient operations for all city departments and services. This upgrade is critical for maintaining essential city functions, supporting digital services, and enhancing overall network performance and security posture.

The proposed purchase will be made through CDW Government, utilizing the State of Texas Department of Information Resources (DIR) Cooperative Contracts program. The specific contract being leveraged for this acquisition is DIR-TSO-3763. Utilizing the DIR contract ensures compliance with state purchasing requirements and leverages pre-negotiated pricing and terms.

Items for Purchase:

The following items are required for the network infrastructure upgrade:

Quote Number 9200:

Product: CISCO 9200 Series Switches

Quantity: 16 units

Description: These switches are essential components for local area network (LAN) connectivity,

providing high-speed data transfer and network segmentation capabilities necessary for modern

network environments.

Price: \$89,263.00

Quote Number 3120:

Product: CISCO 3120 Firewall

Quantity: 1 unit

Description: A firewall is a critical security appliance that monitors and controls incoming and outgoing network traffic based on predetermined security rules, protecting the city's network from unauthorized access and cyber threats.

Price: \$32,158.00

The total cost of the network infrastructure upgrade, including the CISCO 9200 switches and the CISCO 3120 firewall, \$121,421.00

Focus Area(s): This item aligns with the following council-adopted focus area(s): Improve technology infrastructure.

Budget Cost: \$121,421.00 approved by council in the 5/8/25 budget amendment

Staff Contact: Randy Pritchard

Attachments:

1. 3120
2. 9200



\$ 32,158.00

Customer:	Marshall	Contract: DIR-TSO-3763	Quote Number:	3120
Contact:	Jimmie Rambo		Quote Date:	April 1, 2025
Address:			Prepared By:	Ben Odonnell
Phone:			Phone:	312.547.2197
			Email:	ben.odonnell@cdwg.com

QTY	Part Number	Product Description	UNIT COST	EXT. COST
1	FPR3120-NGFW-K9	Cisco Secure Firewall 3120 NGFW Appliance, 1U	\$21,494.00	\$21,494.00
1	CON-SNT-FPR3120N	SNTC-8X5XNBD Cisco Secure Firewall 3120 NGFW Appliance	\$4,392.00	\$4,392.00
1	FPR3K-PWR-AC-400	Cisco Secure Firewall 3K Series 400W AC Power Supply	\$0.00	\$0.00
1	FPR3K-PWR-AC-400	Cisco Secure Firewall 3K Series 400W AC Power Supply	\$1,158.00	\$1,158.00
2	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	\$0.00	\$0.00
1	SF-F3K-TD7.2.8-K9	Threat Defense software v7.2.8 for 3100 Series appliances	\$0.00	\$0.00
1	FPR3K-SSD900	Cisco Secure Firewall 3K Series 900GB	\$0.00	\$0.00
1	FPR3K-SLIDE-RAILS	Cisco Secure Firewall 3100 Slide Rail Kit	\$0.00	\$0.00
1	FPR3120-BSE	Cisco Secure Firewall 3120 Base Lic	\$0.00	\$0.00
2	FPR3K-FAN	Cisco Secure Firewall 3K Series Fan Tray	\$0.00	\$0.00
1	FPR3K-SSD-BLANK	Cisco Secure Firewall 3100 Series SSD Blank Slot Cove	\$0.00	\$0.00
1	FPR3K-NM-BLANK	Cisco Secure Firewall 3100 Network Module Blank Slot Cover	\$0.00	\$0.00
1	CAB-CONS-RJ45-DB9	Console Cable 6ft with RJ45 and DB9F	\$0.00	\$0.00
1	FPR3120T-T	Cisco Secure Firewall 3120 Threat Defense License	\$0.00	\$0.00
1	L-FPR3120T-T-1Y	Cisco Secure Firewall 3120 Threat Defence 1Y Subs	\$5,114.00	\$5,114.00

GRAND TOTAL: \$ 32,158.00

Corporate Headquarters:
Will Call & Third Party Pickup
200 North Milwaukee Ave.
Vernon Hills, IL 60061

Please remit payment to:
CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515



\$ 89,263.00

Customer:	Marshall	Contract: DIR-TSO-3763	Quote Number:	9200
Contact:	Jimmie Rambo		Quote Date:	April 1, 2025
Address:			Prepared By:	Ben Odonnell
Phone:			Phone:	312.547.2197
			Email:	ben.odonnell@cdwg.com

QTY	Part Number	Product Description	UNIT COST	EXT. COST
16	C9200-48P-E	Catalyst 9200 48-port PoE+, Network Essentials	\$3,404.00	\$54,464.00
16	CON-SNT-C92048PE	SNTC-8X5XNBD Catalyst 9200 48-port PoE+, Network Esse	\$527.00	\$8,432.00
16	C9200-DNA-E-48	C9200 Cisco DNA Essentials, 48-Port Term Licenses	\$0.00	\$0.00
16	C9200-DNA-E-48-3Y	C9200 Cisco DNA Essentials, 48-port - 3 Year Term License	\$518.50	\$8,296.00
16	PWR-C5-BLANK	Config 5 Power Supply Blank	\$0.00	\$0.00
16	C9200-NW-E-48	C9200 Network Essentials, 48- port license	\$0.00	\$0.00
16	C9200-NM-NONE	No Network Module Selected	\$0.00	\$0.00
16	CAB-TA-NA	North America AC Type A Power Cable	\$0.00	\$0.00
16	C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300	\$0.00	\$0.00
16	C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4	\$0.00	\$0.00
16	CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300	\$0.00	\$0.00
16	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device	\$0.00	\$0.00
6	C9200-STACK-KIT=	Cisco Catalyst 9200 Stack Module	\$704.00	\$4,224.00
12	C9200-STACK	Catalyst 9200 Stack Module	\$0.00	\$0.00
6	STACK-T4-50CM	50CM Type 4 Stacking Cable	\$0.00	\$0.00
13	C9200-NM-4X=	Catalyst 9200 4 x 10G Network Module	\$1,053.00	\$13,689.00
1	STACK-T4-3M=	3M Type 4 Stacking Cable	\$158.00	\$158.00
			\$	-
GRAND TOTAL:			\$	89,263.00

Corporate Headquarters:
Will Call & Third Party Pickup
200 North Milwaukee Ave.
Vernon Hills, IL 60061

Please remit payment to:
CDW Government
75 Remittance Drive, Suite 1515
Chicago, IL 60675-1515



TO: City Council
DATE: May 22, 2025
ITEM #: 8.E
SUBJECT: Consider approval of an Interlocal Agreement for radio services with Harris County Universal Services at a cost of approximately \$12,000 annually. (Support Services)

Recommendation for Action: Staff recommends approval of this ILA

Executive Summary: Attached is the interlocal agreement with Harris County for radio services. This agreement is a partner agreement, the previous agreement submitted was a user agreement not partner. Also attached is a estimate for the cost of services provided. This is just an estimate because we have some services that may be used - but have not been defined as yet. We are waiting on activation on the system to test different aspects of the usage before determining. This ILA allows for the activation of the radios on the system.

Focus Area(s): This item aligns with the following council-adopted focus area(s): Improve the cities technology infrastructure.

Budget Cost: Approx \$12,000 annually

Staff Contact: Randy Pritchard

Attachments:

1. City of Marshall TX CAO signed ILA_ 042925
2. Estimate City of Marshall Fee Schedule 08-25-24

**INTERLOCAL AGREEMENT
FOR USE OF PUBLIC SAFETY COMMUNICATIONS SYSTEMS**

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This Agreement is made pursuant to chapter 791 of the Texas Government Code and entered into by and between **Harris County, Texas** (the “County”), acting by and through its governing body, the Harris County Commissioners Court, and **City of Marshall, Texas** (the “User”), acting by and through its governing body and in accordance with the Interlocal Cooperation Act Tex. Gov’t Code §§ 791.001, *et. seq.*, as amended.

R E C I T A L S:

The County and the User both own a public safety trunked radio system that is licensed by the Federal Communications Commission (the “FCC”), which permits radio communications and transmissions via radio units;

The County operates a Mobility Services Program, which builds, procures, hosts and/or administers mobile technologies including mobile applications, devices and supporting equipment;

The County and the User each desire to obtain access to each other’s communications systems in order to communicate among various public safety units;

The County and the User find that using each other’s communication systems will predominantly serve a public purpose;

The County will ensure the public receives a proper return benefit for allowing access to the County’s communication systems; and

The County will retain sufficient control over all network equipment to ensure the public purpose is maintained.

NOW, THEREFORE, the parties, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

T E R M S:

I.

For purposes of this Agreement, the following definitions apply:

- A. Primary Dispatch System:
A communications system upon which the User, its agents, employees or assigns rely primarily when it desires or attempts the engagement of radio communications or radio transmissions of energy among its Radio Units;
- B. Priority Access:
An assigned level of system access that determines the choice of access to the Radio System between two or more Radio Units seeking use simultaneously;
- C. TxWARN:
Texas Wide Area Radio Network. Current operating name of the Project 25 Regional Radio System.
- D. Project 25 Regional Radio System:
Combination of multiple Trunked Radio System(s) in and about Harris County operating under a single centralized controller as a regional radio system and managed by Harris County Universal Services;
- E. Trunked Radio System:
Two-way radio system that uses a control channel to automatically assign frequency channels to groups of users.
- F. Radio Unit:
Mobile, stationary, or portable voice radio communication subscriber units communicating among themselves at certain air wave frequencies; and
- G. System Code Identification Number:
An identification number that allows Radio Units to gain access to the Radio System to enable the Radio Units to communicate among themselves at certain airwave frequencies, providing a Primary Dispatch System for a User's Radio Units;
- H. Radio Authentication:
Radio authentication utilizes the Project 25 TIA102.AACE Link Layer Authentication standard. It is over-the-air compatible with other P25 manufacturer's equipment that incorporates the Link Layer standard. One of the key issues a system manager must address is minimizing the use of unauthorized radios, whether they have been lost or stolen, or have been cloned illegitimately. The Radio Authentication solution provides an extra level of verification, every time a radio registers to the system; and
- I. Project 25 (P25) Phase 2 TDMA
(P25) Phase 2 refers to P25 requirements and standards for a digital Common Air Interface (CAI), Time Division Multiple Access (TDMA) based, which provides one voice channel per 6.25 kHz channel spectrum efficiency. The current standards effort focuses on 2-slot TDMA which provides two voice traffic channels in a 12.5 kHz allocation.

- J. Interoperable Mobile Applications
Products and services made available at User's option to access the County's public safety communication systems using various technologies beyond land mobile radio.
- K. MANET
Mobile Ad Hoc Networking. Agencies subscribed to the TxWARN radio system are deploying MANET devices and tethering MPU5 Radios to the TxWARN radio system. The MPU5 and the MANET Network create a data mesh network to relay data and radio traffic between an MPU5 radio and an APCO 25 subscriber radio to the TxWARN Radio system.

II.

The County agrees that during the term of this Agreement, it will provide one or more of the following Services, in accordance with User's signed quote(s):

- A. Allow the User to have access to its Radio System to engage in radio communications among its Radio Units as a Primary Dispatch System, which includes the following;
- i. Providing the User with a Systems Code Identification Number;
 - ii. Provide the User with a programming key at cost for programming Radio Units.
 - iii. Upon being notified that one or more of the User's Radio Units have been lost or stolen, attempting to disable the lost or stolen Radio Units;
 - iv. Providing the same level of Priority Access to the Radio System for the User as that afforded the County;
 - v: Use the System Code Identification Number described in this Agreement to access the TxWARN radio system as a Primary Dispatch System;
- B. Provide installation and repair services on a per quote basis, to the extent resources are available and solely at its discretion, to equipment used on the Radio System; and
- C. Provide Users with the option to adopt or subscribe to various products and services as part of its Mobility Services Program.
- D. At the User's and the County's combined discretion, assume maintenance responsibility for the infrastructure, which provides resources and access to the communications system at a rate specified in quotes that will be created and agreed upon by request.
- E. Provide administrative, technical, consultation and system core side support services to integrate Users system into the TxWARN system at a rate specified in the Fee Schedule attached hereto and incorporated herein.

III.

During the term of this Agreement, the User agrees to:

- A. Affirm that the County assumes no cost or responsibility for providing the Radio Units that will have access to the TxWARN Radio System;
- B. Allow Harris County Radio System Users to access City of Marshall, Texas and/or Towers to engage in radio communications among its Radio Units as Primary Dispatch System;
- C. Allow the County to plan and manage City of Marshall, Texas Radio System Infrastructure as part of the TxWARN Radio System. (Prior joint approval by both the County and the User with notification is required for any changes, modifications or upgrades.)
- D. Maintain its Radio System infrastructure connected into the TxWARN Radio System at the same software version, hardware level and maintenance level as the TxWARN Radio System as a whole at its own cost, if system wide funding is not available.
- E. Give the County at least ten (10) days prior written notice of its intent to increase, decrease, or otherwise change the number of Radio Units that have access to the County's Radio System, or to make changes to interoperable mobile application subscription services;
- F. Notify the County that one or more of its Radio Units have been lost or stolen within twenty-four (24) hours of determining that the Radio Units have been lost or stolen;
- G. Use the System Code Identification Number described in this Agreement to access the County's radio system as a Primary Dispatch System;
- H. Observe and abide by all applicable statutes, laws, rules and regulations, including, but not limited to, those of the FCC. In addition, the User agrees to observe and abide by any applicable administrative rules promulgated by the County from and after the date such rules become effective and have been delivered to User. Further, the User acknowledges that, should any of these statutes, rules, regulations or administrative rules change during the term of this Agreement and if the change necessitates a modification of the Agreement, the modification may be effectuated by the County without incurring any liability for this modification. Should the County notify the User of any such change, the User shall have thirty (30) days to review and agree to any proposed changes made to this Agreement. If assent to the change is not given, this Agreement terminates; and
- I. Affirm that the County assumes no cost or responsibility for communication failures that occur while using the MANET, MPU5 radios, or other tethered mobile ad hoc networking devices used in concert with the TxWARN Radio System. The County intend for the use of these devices in the TxWARN region as an extension of the TxWARN into a facility that may be experiencing reduced coverage or tactical situations where the TxWARN system is interfered with or degraded. The MANET and MPU5 devices are not the sole deployable network on the market making them non-interoperable with other

manufacturers; therefore, this acknowledgement is applicable to any device that is tethered into the TxWARN radio system.

IV.

It is expressly understood and agreed that in consideration of the mutual benefits derived from this agreement by the County and the User, neither party shall charge the other party any fee for access to its Radio System. It is further understood and agreed that in consideration for ongoing maintenance and operational costs incurred by the County in support of the participation of the User in the TxWARN Radio System, the User shall reimburse the County in accordance with the rate specified in the Fee Schedule attached hereto and incorporated herein. Notwithstanding any provision to the contrary, the parties agree that the County may provide such monthly invoices to the User by email sent to a mutually agreed upon email address.

V.

To the extent the User relies on the County for radio programming or radio template creation, the User expressly understands and agrees to pay the County for the programming of the User's radios for use on the Radio System at a rate specified in the Fee Schedule, attached hereto and incorporated herein, upon initial access to the Radio System. Should the User's Radio Units require maintenance that destroys the original programming referred to above, after such maintenance each radio will be reprogrammed to the standard configuration at the rate specified in the attached Fee Schedule. In any instance in which the County performs Radio Unit programming services, the User agrees to pay the County the entire amount owed for the programming of Radio Units within thirty (30) days of the invoice date of such services.

VI.

If the User desires to gain access to the TxWARN System for use of any Radio Units, all radios, regardless of Manufacturer, must contain the Radio Authentication option. If the User desires to gain access to Harris County talkgroups for use of any Radio Units, all radios, regardless of Manufacturer, must contain an active P25 Phase 2 TDMA option. Any radios without these featured options will not be activated.

VII.

To the extent resources are available and solely at its discretion, County may provide radio equipment installation and radio services upon request of the User. If these services are provided, the User agrees to pay the County at the rate specified in the Fee Schedule attached hereto and incorporated herein, or as quoted and agreed upon before work. The County agrees to invoice the User after the services are rendered, and the User agrees to pay invoices within thirty (30) days of the invoice date. Solely at the discretion of the County, the User may purchase certain additional parts and accessories from the County at a price set by the County. The County agrees to invoice the User after the parts and/or accessories are supplied to the User. The User agrees to pay the invoice within thirty (30) days of the invoice's date.

It is expressly understood that the County neither warrants nor assumes any responsibility for installation or use of equipment or for the reliability or adequacy of services provided hereunder. Further, by requesting that the County provide these services, the User assumes the total risk of any loss associated with the installation of the radio equipment; any loss resulting from the use of the radio equipment so installed; and any loss resulting from the use of radio equipment to which other radio services have been provided by the County.

VIII.

Mobility Services Program: The County provides Users with the option of adopting the following products and services at the rates specified in the Fee Schedule for various interoperable mobile applications (“apps”) and other technologies beyond land mobile radio:

- A. Mobile Apps**
 - i. App licenses- County will bill monthly subscriptions for end user licenses for applications selected by User;
 - ii. App administration- includes account creation/deletion, group management, will be bundled into the monthly subscription fee;
 - iii. App setup- includes planning and configuration for app deployment;
 - iv. App training- end user training of mobile apps;
 - v. App support- may be bundled into the monthly subscription or billed separately depending on the application and end user preferences.
- B. Equipment**
 - i. Equipment rental
 - ii. Equipment programming and configuration
 - iii. Inventory management

The User expressly agrees to pay monthly charges for interoperable mobile applications products and services selected by User in full after the end of each month during the term of this Agreement. Notwithstanding any provision to the contrary, the parties agree that the County may provide such monthly invoices to User by email sent to a mutually agreed upon email address.

IX.

It is expressly understood and agreed that the County may increase the fees provided in this Agreement by giving the User written notice of its intention to increase fees at least ninety days (90) before the effective date of the proposed increase. Should such increase become effective during a term of this Agreement, the increase will be prorated based upon the number of months remaining in the then current term of this Agreement. In the event of such mid-term fee increase, the User agrees to pay the total, prorated fee increase on or before thirty (30) days after the effective date of the fee increase. The User agrees to pay the County the entire amount owed from the fee increase within thirty (30) days of receiving notice. Notice may be in the form of an invoice.

X.

The term of this Agreement is one (1) year and shall commence on the date this Agreement is executed by the User. Thereafter, this Agreement will automatically renew for successive one-year terms unless it is terminated by either party by giving the other party prior written notice of its intention to terminate not less than thirty (30) days prior to the expiration of the term of this Agreement. Notwithstanding the preceding, this Agreement terminates:

- A. Immediately if all or substantially all of the authorization held by the County or the User is revoked by the FCC or its successor agency; or
- B. Upon either party giving the other party thirty (30) days prior written notice of its intent to terminate. Should the User terminate this Agreement as provided in this paragraph, the User agrees that payment in full of all obligations owed to the County by the User is a condition precedent to termination. Should either party terminate the Agreement, the User is entitled to a refund of the pro rata share of any prepayment.

XI.

If the User fails to make any payment of any sum due under this Agreement and such failure continues for forty-five (45) days after the County has given the User written notice of such failure, then the User is in default under this Agreement. In the event of the User's default, the County has the right to terminate the Agreement, deny the User any service provided by the County under this Agreement, and retain all moneys paid to the County pursuant to the terms and conditions of this Agreement as liquidated damages. Each and every right and remedy of the County and User are cumulative to and not in lieu of each and every other such right and remedy afforded by law and equity.

XII.

Should the County fail to perform as provided under the terms of this Agreement, the User's sole remedy is termination of this Agreement, and the County agrees to make a refund to the User of the portion of the pre-paid fee based upon that fractional part of the one-year term remaining under this Agreement.

XIII.

It is expressly understood and agreed that one hundred percent (100%) coverage of any area at all times is improbable. There may be adverse transmission condition such as short-term unpredictable meteorological effects and sky-wave interference from distant stations that can interrupt the Radio System. Likewise, there are other causes beyond reasonable control of the County, including, but not limited to, motor ignition and other electrical noise that may be minimized by corrective devices at the User's expense. Any surveys, studies, research, or other measures taken to ensure the adequacy of coverage provided to the User under this Agreement are the sole responsibility and expense of the User.

XIV.

All notices and communications permitted or required under this Agreement are to be mailed by United States Postal Service, certified mail, return-receipt requested, to the following addresses:

FOR THE COUNTY: All notices and communications must be mailed as follows:

Original to: 1. Universal Services
406 Caroline, 4th Floor
Houston, TX 77002-2027

and

Copy to: 2. Commissioners Court of Harris County
Harris County Administration Building
1001 Preston, 9th Floor
Houston TX 77002-1891
Attention: Clerk of Commissioners Court

FOR THE USER: City of Marshall, Texas
Attn: Randy Pritchard
401 S. Alamo
Marshall, Texas 75670

E-Invoicing Address: Pritchard.randy@marshalltexas.net

These addresses may be changed upon giving prior written notice to the other party. All mailed notices and communications are deemed given and complete upon depositing them in the United States Mail. Notwithstanding any provision to the contrary, the parties agree that the County may provide monthly invoices to the User by email sent to a mutually agreed upon email address.

XV.

Neither party hereto shall sell, assign, or transfer any of its rights or obligations under this Agreement in whole or in part, without the prior written consent of the other party. This Agreement shall bind and benefit the County and the User and shall not bestow any rights upon any third party.

XVI.

This Agreement is governed by and construed according to the laws of the State of Texas. Exclusive venue of any action or claim arising out of this Agreement is Harris County, Texas. Failure of either party hereto to insist on the strict performance of any of the agreements herein or to exercise any rights or remedies accruing hereunder upon the default or failure by an appropriate remedy, shall not be considered a waiver of strict compliance with any other obligation hereunder, and shall not be considered a waiver of the exercise of any rights or remedies occurring as a result of any future development or failure of performance.

XVII.

The User will pay its obligations hereunder from available current revenues. User shall have the right to cancel this Agreement at the end of any current fiscal year (fiscal year defined as September 1 through August 31) if funds are not allotted for the next fiscal year to continue this Agreement.

XVIII.

This instrument contains the entire Agreement between the parties relating to the rights granted and the obligation assumed. Any modifications concerning this Agreement are of no force and effect unless in writing and executed by both parties except for those modifications effectuated pursuant to the provisions of Paragraph III (E).

This Agreement may be executed in multiple counterparts, each having equal force and effect of an original. This Agreement shall become binding and effective only after it has been authorized and approved by the governing bodies of each governmental entity, as evidenced by the signature of the appropriate authority.

[EXECUTION PAGE FOLLOWS]

CITY OF MARSHALL, TEXAS

HARRIS COUNTY

By: _____
Randy Pritchard
Support Services Director

By: _____
Lina Hidalgo
County Judge

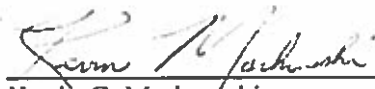
Date: _____

ATTEST:

APPROVED AS TO FORM:

CHRISTIAN D. MENEFE
HARRIS COUNTY ATTORNEY

By: _____

By:  _____
Kevin G. Markowski
Assistant County Attorney
25GEN0515

Date: _____

System Owner Radio System Maintenance Fee Schedule "Exhibit A"

	<u>Fees Basis</u>	<u>Fee</u>
Service Fees – Hourly Labor Rate	Actual billable hours	\$72.00
Professional Services – Hourly Labor Rate	Actual billable hours	\$100.00
Flat rate service agreement quoted upon request.		
 System Access		
Mobile Digital Terminal	Monthly per unit	\$12.75
WAVE (one-time)	Initial setup per unit	\$15.00
WAVE PTX (one-time)	Initial setup per unit	\$20.00
WAVE	Monthly per unit	\$15.00
WAVE PTX	Monthly per unit	\$20.00
Operational Patch	Monthly per minute	\$8.00
Radio Management	Yearly per unit	\$15.00
SmartConnect Provisioning	One-time based on 3 hours	\$216.00
 Applications		
Response	Monthly per user	\$8.00
Moxtra	Monthly per user	\$8.00
Activate	Monthly per user	\$5.00
Bundle Application Package (Response, Moxtra & Activate)	Monthly per user	\$15.00
 Programming		
Radio Unit (Voice)		
Portable	One-time based on 0.5 hours	\$36.00
Mobile	One-time based on 0.5 hours	\$36.00
 Template Creation		
Template Update	Update Existing Template	\$72.00
Template	Per 3 Zone increments	\$216.00
 Vender Support Maintenance Fees		
Genesis		
Genesis CMAF	Yearly per connection	\$6,164.67
Genesis Remote Access	Yearly per connection	\$1,000.00
Motorola		
EAM Seat License	Yearly per seat license	\$1,338.75
 Dispatch Wireline Console		
Technical Support	Annual per Dispatch Center	\$840.34
Infrastructure Repair via Harris County Depot	Annual per Operator Position	\$286.09
Infrastructure Repair via Harris County Depot	Annual per Dispatch	\$779.09
Infrastructure Repair via Harris County Depot	Annual per AIS	\$286.09
Pre-Tested SUS	Annual per Dispatch Center	\$2,891.49
RSUS	Annual per Dispatch Center	\$445.23
Port Connect Fee (Master Site)	Annual per Dispatch Center	\$2,618.31
Zone, Subscriber, Backhaul Technical Resource and System Administration (Does not include on-site 3 rd party cost.)	Annual per Dispatch Center	\$2,565.00

- Continued-

RF Infrastructure

Technical Support	Annual per Prime Site	\$8,660.74
Technical Support	Annual per Site	\$421.03
Infrastructure Repair via Harris County Depot	Annual per Repeater	\$257.51
Infrastructure Repair via Harris County Depot	Annual per Prime Site	\$2352.40
Infrastructure Repair via Harris County Depot	Annual per Site	\$779.09
Port Connect Fee (Master Site)	Annual per Site	\$2,618.31
Zone, Subscriber, Backhaul Technical Resource and System Administration (Does not include on-site 3 rd party cost.)	Annual per Site	\$2,565.00

4/21/2025



Tx-WARN System Fee Schedule - "Exhibit A"



One-time Configuration/Startup Charges		
Service	Description	One time flat rate
System consultation, engineering reviews	Assist with review of proposal, documentation and plan. Advise customer of any potential issues seen.	
Zone database support	Allocate and provision sites.	
Backhaul provisioning support	Work with customer and vendors to provision, test and configure backhaul.	
Subscriber support	Identify Id range in compliance with State plan, enter and provisions assets.	
Subscriber consultation, feature review	Assist with review of proposed subscriber features, subscriber cost, interoperability and programming.	
Onboarding	Tasks associated with onboarding a new System Partner.	
Base Cost		\$7,632.00
Cost per site	Add 'X' quantity to base to arrive at total	\$5,832.00 3 \$17,496.00
	Total cost for 2 sites, and Dispatch	Total: \$25,128.00

Annual charges after 1st year					
Service	Description	Cost	Extended Cost	Units	Total
zone database support	Provide zone level staff support to facilitate 3rd party troubleshooting of ASR site problems. Includes radio network operations center phone support. Does not include 3rd party fees.	\$7,696.00	\$7,696.00	1	\$7,696.00
subscriber support	Provide zone level staff support to facilitate 3rd party troubleshooting of subscriber problems. Includes radio network operations center phone support. Does not include 3rd party fees.				
backhaul support	Provide zone level staff support to facilitate 3rd party troubleshooting of backhaul problems. Includes radio network operations center phone support. Does not include 3rd party fees.				
	Total base cost				\$7,696.00
Port Fee (each per tower or wireline dispatch)	System partner annual fee to recoup costs associated with facility cost and Motorola support at the core and zone level.	\$2,618.31	\$2,618.31	2	\$5,236.62
Motorola Passthrough	Motorola phone system and tech support for both the dispatch and ASR tower site, Motorola software update service for patches.	\$421.03	\$842.06	2	\$842.06
				Total:	\$12,932.62

Fee schedule reflects customer installing all sites with local separately funded labor and maintaining local support at their cost for all local elements including Motorola Support elements and repair. This fee schedule does not include any travel outside of Harris County for Harris County staff. Harris County will be happy to provide local limited on-site support, to the extent Harris County staff are available at annual flat rates, or by the day for labor plus costs.

Options and costs for the backhaul(s) to tie into Tx-WARN are the responsibility of City of Marshall

THANK YOU !



TO: City Council
DATE: May 22, 2025
ITEM #: 8.F
SUBJECT: Consider approval of a fuel contract renewal with Pete McCarty Oil Company for approximately \$346,500. (Support Services)

Recommendation for Action: Staff recommends approval of this contract renewal.

Executive Summary: This will be the second renewal of an existing contract for fuel services from Pete McCarty Oil Company.
The city contracts with Pete McCarty Oil company to provide fuel to its fleet. McCarty supplies fuel cards to each user and the fuel is purchased on site from their pumps. The city is no longer required to maintain its own fuel pumps.

Focus Area(s): This item aligns with the following council-adopted focus area(s): Improve customer service.

Budget Cost: Fuel cost for FY 2024: \$401,838.00. 169,071 gallons. Avg of \$2.37 per gallon
Fuel cost FY 2025 YTD: \$129,868. 56,005 gallons. Avg of \$2.31 per gallon
Based on this trend, I expect the city to use approximately 150,000 gallons of fuel in 2025.

Staff Contact: Randy Pritchard

Attachments:

1. Contract - 2023-FUEL-001
2. Contract Extension request 04-28-2025

CITY OF MARSHALL, TEXAS
(Bid No. 2023-FUEL-001)

Contract and Agreement

This contract and agreement is entered into by and between the City of Marshall, Texas and Pete McCarty Oil Co., Inc. of Marshall, Texas.

I. Contracting Parties:

Receiving Party: **City of Marshall, Texas**

Performing Party: **Pete McCarty Oil Co., Inc.**

II. Statement of Services to be performed:

Furnish 87 octane unleaded fuel and Number 2 diesel fuel to the City of Marshall within the time period designated and for the price(s) stated by the bidder in their bid proposal for Bid No. 2023-FUEL-001 signed and dated on April 25, 2023. Bid No. 2023-FUEL-001, including the terms and conditions contained therein, is incorporated and made a part of this contract by reference as if fully set forth and copied at length.

III. Contract Amount:

Pete McCarty Oil, Co., Inc. of Marshall, Texas agrees to furnish approximately 120,000 gallons of 87 octane unleaded fuel and approximately 100,000 gallons of Number 2 diesel fuel to the City of Marshall for a profit margin of **\$0.10/per gallon**.

IV. Payment for Goods or Services:

The Receiving Party shall pay the Performing Party for goods or services within thirty (30) days from receipt of properly submitted itemized bill(s) signed by authorized City employees.

V. Term of Contract:

Initial Period of Contract: This contract is to begin on **June 1, 2023** and end on **May 31, 2024**.

The contract may be renewed for second and third annual period provided both parties agree to such extension in writing no less than sixty (60) days prior to the end of each annual period. Contract renewals are subject to City Council approval. It is further conditioned that any annual price increase proposed cannot exceed the CONSUMER PRICE INDEX for the previous twelve (12) month period.

RECEIVING PARTY

Receiving Party certifies that it has authority to contract for the above services.

City of Marshall, Texas
P.O Box 698
Marshall, Texas

Name of Receiving Party



Authorized Signature



Date

PERFORMING PARTY

The undersigned signatory for the Performing Party hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this Contract; and that the officer has full and complete authority to enter into this contract on behalf of the Performing Party.

Pete McCarty Oil Co., Inc.
P.O. BOX 1436
Marshall, TX 75671

Name of Performing Party

Authorized Signature

Date

PETE McCARTY OIL CO., INC.

P. O. BOX 1436
MARSHALL, TEXAS 75671-1436
PHONE (903)938-5105 • FAX (903)938-5108

**City of Marshall
P. O. Box 698
Marshall, TX 75671
ATTN: Randy Pritchard**

22 April 2025

Dear Mr. Pritchard,

We would like to take this opportunity to extend our fuel contract with the city under the current terms for a period of another twelve months.

Sincerely,

A handwritten signature in dark ink, appearing to read "Don Davidson", with a long horizontal flourish extending to the right.

**Don Davidson
President**



TO: City Council
DATE: May 22, 2025
ITEM #: 8.G
SUBJECT: Consider approval of the updated Marshall Vision Statement, Mission Statement and FY26 Budget Priorities and Reaffirmation of Marshall's Core Values. (City Manager)

Recommendation for Action: Approve the updated Marshall Vision Statement, Mission Statement and FY26 Budget Priorities and Reaffirmation of Marshall's Core Values.

Executive Summary: Working with Ron Cox, the City Council held two pre-FY26 Budget planning sessions. These were held on March 24th and April 28th. Out of the hours dedicated to those planning sessions, the Council has completed a review of the Marshall Vision Statement, Mission Statement and identified the FY26 Budget priorities. In addition, the City Council re-affirmed the Marshall Core Values. Attached is the Final Report and a summary of the Council's priorities. Also included is a one-page document that includes the final language for the updated Vision and Mission Statements.

These documents, once approved, will form the basis of the development of the FY26 Marshall Budget by City Staff in the coming weeks. FY26 preliminary budget meetings have started, looking at current operations and spending trends. With the Council's approval of these documents, staff will continue to work on developing departmental budgets that will incorporate programs, projects and services in response to the priorities.

Focus Area(s): This item aligns with the following council-adopted focus area(s): This item aligns with all the Council's identified focus areas as these documents set the stage for the FY26 budget process.

Budget Cost: N/A

Staff Contact: Melissa Byrne Vossmer, City Manager

Attachments:

1. Summary Sheet Vision Mission Core Values 5-10-25 (002)
2. Final Marshall - Council Pre-Budget Planning (v3) 5-5-25 (002)
3. Copy of Copy of Final - Marshal Top Priorities Collation (v4) 4-28-25



Vision Statement

The City of Marshall is a safe, well-maintained, responsive, innovative, and financially sound community that welcomes and celebrates families, businesses, and an exceptional quality of life.

Mission Statement

The City of Marshall is dedicated to providing equitable and excellent services, preserving Marshall as a historic and growing community in which to live, work, and play.

The **core values** set the standard for the expectations City Council has for the operations of the city.

- **Customer Service:** We take pride in being courteous, patient, respectful, and professional in both our internal and external interactions.
- **Excellence:** We strive for the best performance possible in all aspects of our service to citizens.
- **Honesty:** We make ethical and well-intentioned decisions and provide transparency with information and insights.
- **Innovation:** We are dedicated to continuous improvement by exploring new ideas, challenging the status quo, and committing to a growth mindset.
- **Efficiency:** We value providing the best service to our residents with the most efficient and economical use of city resources.



**City Council
Pre-Budget Planning Session
Report**

**March 24, 2025
April 28, 2025**

**Prepared and Facilitated
By
Ron Cox Consulting**



REPORT CITY COUNCIL PRE-BUDGET PLANNING SESSION and PRIORITIZATION

CITY OF MARSHALL

**March 24, 2025
April 28, 2025**

Introduction

On March 24, 2025 the Mayor and City Council of the City of Marshall met the Interim City Manager and leadership staff for a pre-budget planning session. The purpose of this meeting was to determine the priorities for the City Council as the city manager and staff prepare the upcoming annual budget.

On April 7, 2025, Ron Cox met with the City Manager (Melissa Byrne-Vossmer had been appointed from interim to full time City Manager), and department directors to review the results of the Council session and make plans for the Council follow up session.

Then on April 28, Ron Cox met with the Mayor, City Council and City Manager to review the results of the first session and set the final priorities for the upcoming FY 2026 City Budget.

Finally, on May 5, 2025, Ron Cox met with the City Manager and staff to confirm the processes that will be used to prepare the budget and to follow up on staff action committee recommendations.

The City Council and staff freely worked together, and their work was exemplary in all respects. Ron Cox facilitated the process.

Governance

The session began with a short overview of the role of the City Council in the governance of the city. Their role is to set the vision, mission and core values for both the City Council and the staff, identify plans and priorities, and set expectations for staff then to prepare city budgets and implement over the coming year(s).

The key elements of the Governance Philosophy are leadership, communication and understanding and defining expectations. These define how the team will function together. Visioning and planning are the key elements that define what the strategies and goals are for the City of Marshall to ensure the vision is ultimately attained.

Governance Model

The governance model first begins with leadership. Participants were asked to describe why they serve in the capacity they hold and what attributes they bring to the table. Each member of the Council has their own desires and goals. However, they must work together corporately with the other council members to accomplish the goals and conduct the business of the city.

Note: During the second session, Councilmembers who were absent during the first session had an opportunity to add to the lists below. Additional comments are in red.

Why did you run for your Council position in Marshall?

- Have a need to participate.
- To represent the citizens.
- The timing was right for change.
- A native of Marshall.
- Things had not changed in 50 years – wanted to be a part of change.
- Want to be a part of addressing needed changes.
- To make a difference.
- Was called by God to serve.
- Wanted to humanize city government.
- Wanted to ensure equity for all citizens.
- Have a love for service in local government.
- To be a part of the service to the city.
- To be a part of the growth and revitalization of the city
- To attract businesses and make citizens proud of their city.

What attributes do you bring to the group?

- Have a servant/leader's heart.
- A copious notetaker.
- Outspoken and transparent.
- Have a "jack-of-all trades" ability.
- Am here to serve.
- Want to be helpful.
- Have worked with and organized non-profit groups.
- A good listener
- Have a professional background
- Have an education in public administration.
- A data driven person.
- Can identify best practices and modernize processes.
- Not a native of Marshall, so can look at things from an outsider's perspective to give a fresh vision of what Marshall can be.
- Bring unity to the community.
- Provide a fresh pair of eyes to the view.

Vision and Mission

The Council discussed the Vision and Mission and Core Values prepared sometime earlier for Marshall. After review there were some slight changes made to the wording, but it was agreed that the key elements of the vision and mission were consistent with the Vision and Mission Statements that were done earlier. The changes are reflected in red.

What are the key elements to your vision for Marshall?

- Ensure the safety of all citizens.
- Have a beautiful city, with a clean quality appearance
- Ensure a financially secure city.
- Be a growing community.
- Have quality housing.
- Have a city with a strong education system.
- Residents have pride in their community.
- Have a thriving and diverse community.
- Provide a high quality of life.
- Include a diverse leadership.
- Have strong parks and greenspace.
- Provide for a strong infrastructure for all citizens.

Vision Statement

Note: At the April 28 follow up session the Council considered one change to the Vision Statement, provided in **green**

The City of Marshall is a safe, well-maintained, responsive, innovative, and financially sound community that **welcomes and celebrates families, businesses, and an exceptional quality of life.**

What are the key elements to the mission for Marshall?

- Provide equity in all services, citywide.
- Provide efficient and effective services.
- Provide services based on community needs.

Mission Statement.

Likewise, the City Council reviewed the Mission Statement that has been developed earlier and recommended wording changes on the statement. And, at the April 28 session, an additional edit was provided, shown in **green**

Mission Statement

The City of Marshall is dedicated to providing **equitable and excellent high-quality services, and preserving Marshall as a **superior historic and thriving place** growing **community** in which to live, work, and **play thrive**.**

Core Values

The City Manager and staff reviewed the approved core values. It was agreed that all are relevant for continued adherence. These core values set the standard for the expectations City Council has for the operations of the city.

- **Customer Service:** We take pride in being courteous, patient, ~~humble~~, **respectful**, and professional in both our internal and external interactions.
- **Excellence:** We strive for the best performance possible in all aspects of our service to citizens.
- **Honesty:** We make ethical and well-intentioned decisions and provide transparency with information and insights.
- **Innovation:** We are dedicated to continuous improvement by exploring new ideas, challenging the status quo, and committing to a growth mindset.
- **Efficiency:** We value providing the best service to our residents with the most efficient and economical use of city resources.

Planning Session

The facilitator led the Council in a SWOT Analysis. The Council outlined the strengths, weaknesses, opportunities and threats of both the community as a whole and the organization. These are described as follows.

Strengths

- **Community**
 - Comes together when needed.
 - Is caring.
 - Is well-positioned for growth.
 - Is ready for change and growth.
 - Family oriented.
 - Many enriched and diverse academic opportunities – ISD, Four Colleges.
 - Has a unique charm.
- **Organization**
 - Most employees do the right things well.
 - Most are ready for change and growth.
 - Most work through issues to get the job done.
 - Most are responsive.
 - A large number lives in Marshall.
 - Most are receptive to new technology and new opportunities.

Weaknesses

- **Community**
 - Silos and cliques within the community.
 - Community appearance.
 - Not being proactive to meet the needs.
 - Not taking pride in the community.
 - Not welcoming to outsiders (people and businesses).
 - Lack of equity.
 - Aging and neglected infrastructure.
 - Lack of economic development.
 - Lack of trust and pride.
 - Lack of code enforcement.
- **Organization**

- Technologically behind.
- Communication is inadequate (but getting better).
- City owned facilities/properties not well maintained.
- Display a lack of trust/accountability/ pride in work and community.
- Display a lack of respect for each other and city council members.
- Not oriented to the customer.
- Do not respond positively to requests or initiatives.
- Not proactive in taking ownership of community needs.
- Services are not efficient and effective.
- Not working together as a team (silos and cliques).
- Lack of equity in standards.
- Lack of equity in compensation.

Opportunities

The weaknesses were categorized into five focus areas. These are

- **Improve customer service**
- **Improve infrastructure – technology, water, wastewater, streets and drainage**
- **Improve community appearance – code enforcement, parks.**
- **Improve communication – within community**
- **Improve communication - within/among departments**
- **Invest in our workforce**

Within these five focus areas the Council members identified opportunities to overcome the weaknesses. These are described as follows. Each has the corresponding dots and points assigned by Council and they are in order of most points to least.

- **Improve Customer Service**
 - Conduct customer satisfaction surveys (dots – one yellow, two red – 4 pts)
 - Establish team-building workshop to addressing issues and creating solutions (dots – one green – 3 pts)
 - Establish a process of cross training between departments. (dots – one yellow, one red – 3 pts)
 - Include customer service as part of regular employee evaluations. (dots – one green – 3 pts)
 - Institute a 311 system, possibly alleviating council requests. (dots – one yellow – 2 pts)
 - Conduct customer service training on how to interact with citizens and each other (dots – one red – 1 pt)
- **Improve Infrastructure – technology, water, wastewater, streets and drainage**
 - Establish strategic plan for infrastructure, facilities, equipment. (dots – two green – 6 pts)

- Improve city pools (dots – one green, one yellow – 5 pts)
- Provide for large scale investments for infrastructure needs including grant funding. (dots – one green – 3 pts)
- Ensure equity of services to all citizens. (dots – one green – 3 pts)
- Improve services in underserved, neglected areas of town. (dots – one green – 3 pts)
- Update water treatment system (dots – one green 3 pts)
- Develop a plan (RUBRIC) to determine equity of provision and distribution of resources. (dots – one red – 1 pts)
- Establish an Infrastructure Capital Improvements Plan (CIP). (**Note:** This is the same as the first item above.)
- **Improve community appearance – code enforcement, parks.**
 - Update code of ordinances. (dots – one green, one yellow – 5 pts)
 - Establish a dedicated right-of-way crew. (dots – one green – 3 pts)
 - Clear vegetation from roadsides. (dots – one yellow -2 pts)
 - Focus on city-owned properties maintenance. (dots – one yellow – 2 pts)
 - Revamp the code enforcement process. (dots – one yellow – 2 pts)
 - Explore ways that people can take trash and large items in easier/cheaper. (dots – one red – 1 pt)
 - Issue citations for littering. (dots – one red – 1 pt)
 - Establish a community service program with courts (dots – one red – 1 pt)
 - Improve and update city signage and striping (dots – one red – 1 pt)
 - Focus on demolition of old buildings (dots – one red – 1 pt)
 - Implement a sidewalk or streetscape program.
 - Create the “adopt a highway or street program.
 - Focus on tree removal.
- **Improve communication – within community, within/among staff**
 - **Within the community**
 - Council meets with community outside council meetings for updates (dots – two yellows – 4 pts)
 - Utilize focus groups for communicating on issues (dots – one yellow, two red – 4 pts)
 - Utilize all forms of technology to communicate with citizens (dots – one yellow – 2 pts)
 - Hold “Meet-and-Greets” in various districts. (dots – one red – 1 pts)
 - Improve signage in construction areas.
 - Monitor social media and use commenting wisely.
 - **Within/among staff**

- Respect and be open to ideas from council and others. (dots – one yellow – 2 pts)
 - Set expectations and adhere to them – include evaluations. (dots – one yellow – 2 pts)
 - Department directors and supervisors regularly meet together. (dots – one red – 1 pt)
 - Hold ½ day fun fest for all employees on quarterly basis.
 - Establish process for communication flow from Council to staff.
 - Council and staff meet socially.
 - Develop process and documentation forms for completing projects including costs.
 - Establish better/open communications among employees.
- **Invest in our workforce**
 - Establish fair and equitable performance-based pay increases. (dots – two green – 6 pts)
 - Include job duties and measure if those are achieved through regular evaluations.
 - New hires evaluated more often so correction can be given early in tenure.
 - Hire or train a grant writer/researcher or employee grant service company to secure funding sources. (dots – one green, one yellow – 5 pts)
 - Provide update equipment and technology. (dots – one green – 3 pts)
 - Review and establish paid training, classes, stipends, time off policies (dots – one red – 1 pt)
 - Establish incentives for innovative ideas.

Priorities (dots)

Following the identification of the opportunities, the Council members each placed dots on those that had the highest priority for them. Each member had three green, three yellow and three red dots to place on the initiatives identifies as opportunities. Each dot was given points as follows.

- Green dots – three points each
- Yellow dots – two points each
- Red dots – one point each

Table 1 identifies the priorities by ranking.

Threats

Finally, the Council members identified threats that would prevent them from accomplishing their goals. These are

- Lack of funding (money).
- No proper planning/accountability and timelines.
- No coordinated implementation process.
- Not willing to adjust to new findings during the process.
- Council members and city staff not committed to the plan.
- No prioritization.
- Not following completion or replacement schedules in a timely manner.

Staff Follow Up Session April 7, 2025

On April 7, 2025 the City Manager and her staff met to review the results of the work of the City Council in their first session. Their agenda was to

- Review the results of the SWOT analysis
- Identify processes in place that address identified weaknesses
- Identify processes that can be implemented without additional direct costs

The results of the staff's work to identify process in place or that can be implemented without additional direct costs are included in the attached spreadsheet.

The staff had considerable discussion about the weaknesses and strengths of the organization identified during the SWOT analysis. After some discussion the City Manager appointed a Staff Action Committee to address weaknesses identified by Council.

The Staff Action Committee has made the following recommendations.

1. **Implement a 311 System:** Establish a centralized platform that provides direct citizen access to city services, creates clear accountability for request fulfillment, enhances transparency through trackable metrics, and generates reportable statistics on community engagement and responsiveness.
2. **Develop a Code of Ethics/Professional Standards:** Create a comprehensive document outlining expected behaviors and professional standards that all elected officials and city staff will agree to uphold, reinforcing the leadership and communication principles already established in city documentation.
3. **Adopt "Perception is Reality" Approach:** Acknowledge that community and Council perceptions must be addressed as reality, ensuring concerns are validated and addressed proactively rather than dismissed.
4. **Align Communication with Council Vision:** Train staff to deliberately incorporate Council language when responding to requests and consistently integrate Council's vision, mission, and values into all projects and presentations.

This plan was presented to the City Council at their April 28 meeting. After some discussion, it was suggested by a Council member that the entire Council should meet to

determine that they are working at the highest level to be an example to the staff and the community.

Council Prioritization April 28, 2025

Finally, at their April 28 follow up session the Council review all the opportunities identified in the SWOT. They had done some prioritization, but in this work they gave priority to the top 24 items identified in their first session. That prioritization is included in the spreadsheet attached, and is also identified below.

Focus Area	Opportunity	Raw Score	Priority
Improve Infrastructure	Establish strategic plans for infrastructure, facilities, equipment. (dots – two green – 6 pts)	8	1
Improve Community Appearance	Update code of ordinances. (dots – one green, one yellow – 5 pts)	38	2
Improve Infrastructure	Provide for large scale investments for infrastructure needs including grant funding. (dots – one green – 3 pts)	40	3
Improve Infrastructure	Update water treatment system (dots – one green 3 pts)	42	4
Invest in our Workforce	Establish fair and equitable performance based pay increases. (dots – two green – 6 pts)	45	5
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Improve Infrastructure	Improve services in underserved, neglected areas of town. (dots – one green – 3 pts)	46	6
Improve Infrastructure	Ensure equity of services to all citizens. (dots – one green – 3 pts)	52	7
Invest in our Workforce	Establish a process of cross training between departments. (dots – one yellow, one red – 3 pts)	59	8
Invest in our Workforce	Provide update equipment and technology. (dots – one green – 3 pts)	65	9
Improve Community Appearance	Revamp the code enforcement process. (dots – one yellow – 2 pts)	72	10
Improve Customer Service	Institute a 311 system, possibly alleviating council requests. (dots – one yellow – 2 pts)	75	11
Improve Community Appearance	Focus on city-owned properties maintenance. (dots – one yellow – 2 pts)	76	12
Improve Customer Service	Include customer service as part of regular employee evaluations. (dots – one green – 3 pts)	77	13
Improve Communication	Set expectations and adhere to them – include evaluations. (dots – one yellow – 2 pts)	79	14

Invest in our Workforce	Hire or train a grant writer/researcher or employee grant service company to secure funding sources. (dots – one green, one yellow – 5 pts)	93	15
Improve Community Appearance	Establish a dedicated right-of-way crew. (dots – one green – 3 pts)	93	16
Improve Community Appearance	Clear vegetation form roadsides. (dots – one yellow -2 pts)	94	17
Improve Infrastructure	Improve city pools (dots – one green, one yellow – 5 pts)	99	18
Improve Communication in community	Utilize focus groups for communicating on issues (dots – one yellow, two red – 4 pts)	101	19
Improve Customer Service	Establish team-building workshop to addressing issues and creating solutions (dots – one green – 3 pts)	101	20
Improve Communication in community	Council meets with community outside council meetings for updates (dots – two yellows – 4 pts)	104	21
Improve Communication with/among employees	Respect and be open to ideas from council and others. (dots – one yellow – 2 pts)	104	22

Improve Communication in community	Utilize all forms of technology to communicate with citizens (dots – one yellow – 2 pts)	113	23
Improve Customer Service	Conduct customer satisfaction surveys (dots – one yellow, two red – 4 pts)	124	24

Staff Discussion on Budget Preparation May 5, 2025

On May 5, 2025, the facilitator met with the City Manager and department directors to discuss several issues associated with budgeting and implementing the City Council priorities. Their agenda was as follows.

- **Review Council Vision, Mission, Values.**
- **Review Council priorities.**
- **Set out plan of action for budgeting Council priorities.**
- **Determine steps for implementation of staff committee Action Plan.**

Council Vision, Mission, Values. Staff reviewed the revisions to the Vision, Mission and Values statements. In summary, staff agreed the Council did very good work in their revisions, making the statements clearer and easier to interpret. Staff outlined a plan of action to ensure these statements are distributed to ensure understanding and alignment as appropriate as follows.

- Distribute and discuss the vision, mission, and values with Boards and Commission members to ensure understanding and alignment.
- Distribute and discuss the vision, mission, and values with Council direct appointees including the City Manager, City Secretary, City Attorney, City Municipal Court Judge.
- Utilize the vision, mission and values as the basis for discussion with various groups and associations when making presentations on the status and projects of the city.
- Align the Council's vision, mission and values with any existing vision and mission statements previously prepared by any city departments.
- Encourage and find ways for Council members to celebrate the community, as identified in the vision statement.

Review Council Priorities. Staff reviewed the outcomes of the priorities as identified in the April 28 Council meeting. As a part of the budgeting process the staff will do the following.

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- The City Manager will assign directors to be responsible for various focus areas and priorities within their departmental purview.
- Staff will align the priorities with the operating budget.
- Staff will utilize and reference the focus areas and priorities established by Council in the budget planning sessions to show alignment and relevance.
- Staff will utilize and reference the focus areas and priorities established by Council on agenda items for consideration to show alignment and relevance.

Set out plan of action for budgeting Council priorities. Regarding budget preparation, the city manager and staff discussed the following.

- Staff will prepare their draft budgets and funding requests for consideration for the City Manager to review.
- The City Manager will meet with each department director on their budget needs to understand the issues.
- Staff will present any fee schedule changes to the city manager for review before consideration in proposed the budget.
- The City Manager will consider how best to recommend the use of available capacity funds for funding priorities and projects, keeping department directors fully informed during the process.

Determine steps for implementation of staff committee Action Plan. The staff reviewed the recommendations of the staff committee recommended action plan to reduce the gap and overcome organizational weaknesses identified by the Council. This plan had been presented earlier to the City Manager and provided to the City Council for their information.

- The City Manager appointed the staff committee will continue its work and make implementation recommendations.

Conclusion

The City Council and leadership staff of the City of Marshall worked through the visioning and planning process that allowed them to create a working set of priorities for moving the city staff to utilize in preparing the upcoming city budget. The process brought the City Council leadership in better alignment to serve the citizens of Marshall.

Table 1
City Council Planning Process
Priority Opportunities
March 24, 2025

Focus Area	Opportunity	Green Dot (3 pts each)	Yellow Dot (2 pts each)	Red Dot (1 pt each)	Total Points
Improve Infrastructure	Establish strategic plan for infrastructure, facilities, equipment. (dots – two green – 6 pts)	6			6
Invest in our Workforce	Establish fair and equitable performance based pay increases. (dots – two green – 6 pts)	6			6
Improve Infrastructure	Improve city pools (dots – one green, one yellow – 5 pts)	3	2		5
Invest in our Workforce	Hire or train a grant writer/researcher or employee grant service company to secure funding sources. (dots – one green, one yellow – 5 pts)	3	2		5
Improve Community Appearance	Update code of ordinances. (dots – one green, one yellow – 5 pts)	3	2		5
Improve Customer Service	Conduct customer satisfaction surveys (dots – one yellow, two red – 4 pts)		2	2	4
Improve Communication in community	Council meets with community outside council meetings for updates (dots – two yellows – 4 pts)		4		4
Improve Communication in community	Utilize focus groups for communicating on issues (dots – one yellow, two red – 4 pts)		2	2	4
Improve Customer Service	Establish team-building workshop to addressing issues and creating solutions (dots – one green – 3 pts)	3			3
Invest in our Workforce	Establish a process of cross training between departments. (dots – one yellow, one red – 3 pts)		2	1	3
Improve Customer Service	Include customer service as part of regular employee evaluations. (dots – one green – 3 pts)	3			3
Improve Infrastructure	Provide for large scale investments for infrastructure needs including grant funding. (dots – one green – 3 pts)	3			3
Improve Infrastructure	Ensure equity of services to all citizens. (dots – one green – 3 pts)	3			3
Improve Infrastructure	Improve services in underserved, neglected areas of town. (dots – one green – 3 pts)	3			3
Improve Infrastructure	Update water treatment system (dots – one green – 3 pts)	3			3
Improve Community Appearance	Establish a dedicated right-of-way crew. (dots – one green – 3 pts)	3			3
Invest in our Workforce	Provide update equipment and technology. (dots – one green – 3 pts)	3			3
Improve Customer Service	Institute a 311 system, possibly alleviating council requests. (dots – one yellow – 2 pts)		2		2
Improve Community Appearance	Clear vegetation from roadsides. (dots – one yellow – 2 pts)		2		2
Improve Community Appearance	Focus on city-owned properties maintenance. (dots – one yellow – 2 pts)		2		2
Improve Community Appearance	Revamp the code enforcement process. (dots – one yellow – 2 pts)		2		2
Improve Communication in community	Utilize all forms of technology to communicate with citizens (dots – one yellow – 2 pts)		2		2
Improve Communication with/among employees	Respect and be open to ideas from council and others. (dots – one yellow – 2 pts)		2		2

**Table 1
City Council Planning Process
Priority Opportunities
March 24, 2025**

Improve Communication	Set expectations and adhere to them – include evaluations. (dots – one yellow – 2 pts)	2	2
Improve Customer Service	Conduct customer service training on how to interact with citizens and each other (dots – one red – 1 pt)	1	1
Improve Infrastructure	Develop a plan (RUBRIC) to determine equity of provision and distribution of resources. (dots – one red – 1 pts)	1	1
Improve Community Appearance	Explore ways that people can take trash and large items in easier/cheaper. (dots – one red – 1 pt)	1	1
Improve Community Appearance	Issue citations for littering. (dots – one red – 1 pt)	1	1
Improve Community Appearance	Establish a community service program with courts (dots – one red – 1 pt)	1	1
Improve Community Appearance	Improve and update city signage and striping (dots – one red – 1 pt)	1	1
Improve Community Appearance	Focus on demolition of old buildings (dots – one red – 1 pt)	1	1
Improve Communication in community	Hold “Meet-and-Greets” in various districts. (dots – one red – 1 pts)	1	1
Improve Communication with/among employees	Department directors and supervisors regularly meet together. (dots – one red – 1 pt)	1	1
Invest in our Workforce	Review and establish paid training, classes, stipends, time off policies (dots – one red – 1 pt)	1	1
Improve Community Appearance	Implement a sidewalk or streetscape program.		0
Improve Community Appearance	Create the “adopt a highway or street program.		0
Improve Community Appearance	Focus on tree removal.		0
Improve Infrastructure	Establish an Infrastructure Capital Improvements Plan (CIP). (Note: This is the same as the first item above.)		0
Improve Communication in community	Improve signage in construction areas.		0
Improve Communication in community	Monitor social media and use commenting wisely.		0
Improve Communication with/among employees	Hold ½ day fun fest for all employees on quarterly basis.		0
Improve Communication with/among employees	Establish process for communication flow from Council to staff.		0
Improve Communication with/among employees	Council and staff meet socially.		0
Improve Communication with/among employees	Develop process and documentation forms for completing projects including costs.		0
Improve Communication	Establish better/open communications among employees.		0
Invest in our Workforce	Establish incentives for innovative ideas.		0

Focus Area	Opportunity	Total Points	Prioritize Top 24 (lines 3-26)	Identify Existing Process	Identify Process to be Implemented internally (without added cost)	Proposed Cost	Elements for Implementation
Improve Infrastructure	Establish strategic plans for infrastructure, facilities, equipment. (dots – two green – 6 pts)	6			Review two existing Wate/Wastewater master plans for priority		All infrastructure including facilities needs a master / strategic plan . Parks master plan needs to be developed for grantrequirements.
Invest in our Workforce	Establish fair and equitable performance based pay increases. (dots – two green – 6 pts)	6				\$35K	This cannot be done effectively inhouse.
Improve Infrastructure	Improve city pools (dots – one green, one yellow – 5 pts)	5		To be included in Strategic Plans for facilities		\$3.5 million	This cost estimate seems to be on the low side. Also need to include operational costs in the discussions.
Invest in our Workforce	hire or train a grant writer/researcher or employee grant service company to secure funding sources. (dots – one green, one yellow – 5 pts)	5			Have departments that have done grant writing training. May have expertise internally		Currently preparing RFP for these services
Improve Community Appearance	Update code of ordinances. (dots – one green, one yellow – 5 pts)	5			Depending on detail and which codes, some can be managed internally		Cost will be dependent on how often they are used and for what grants. To be effective, a thorough review of other cities needs to be part of the review.
Improve Customer Service	Conduct customer satisfaction surveys (dots – one yellow, two red – 4 pts)	4			Yes, can manage internally		
Improve Communication in community	Council meets with community outside council meetings for updates (dots – two yellows – 4 pts)	4			Yes, Town Hall Meetings		
Improve Communication in community	Utilize focus groups for communicating on issues (dots – one yellow, two red – 4 pts)	4			Can be managed internally		
Improve Customer Service	Establish team-building workshop to addressing issues and creating solutions (dots – one green – 3 pts)	3			Have been having training in this area. Will continue	\$30K	We need a facilitator to help us to be more effective.
Invest in our Workforce	Establish a process of cross training between departments. (dots – one yellow, one red – 3 pts)	3			Can be developed internally.		
Improve Customer Service	Include customer service as part of regular employee evaluations. (dots – one green – 3 pts)	3		To be done with Compensation Plan	Can be done internally. Supervisors must participate.		
Improve Infrastructure	Provide for large scale investments for infrastructure needs including grant funding. (dots – one green – 3 pts)	3		To be done with Strategic Infrastructure plans			
Improve Infrastructure	Ensure equity of services to all citizens. (dots – one green – 3 pts)	3			Can be addressed inhouse with discussion with Council.		Need a community element as well.
Improve Infrastructure	improve services in underserved, neglected areas of town. (dots – one green – 3 pts)	3			Can be addressed inhouse with discusion with Council.		Need a community element as well.
Improve Infrastructure	Update water treatment system (dots – one green 3 pts)	3		To be done with Strategic Infrastructure plans			
Improve Community Appearance	Establish a dedicated right-of-way crew. (dots – one green – 3 pts)	3				\$200K 1st year.	
Invest in our Workforce	Provide update equipment and technology. (dots – one green – 3 pts)	3		To be done with Technology Strategic Plan			Cost of implementation needs to be identified.
Improve Customer Service	insitute a call system, possibly alleviating council requests. (dots – one yellow – 2 pts)	2			Currently being researched. Can be done internally.	\$45K.	Annual operations costs.
Improve Community Appearance	Clear vegetation form roadsides. (dots – one yellow - 2 pts)	2		To be combined with Line 18			
Improve Community Appearance	Focus on city-owned properties maintenance. (dots – one yellow – 2 pts)	2			Can be done internally.		
Improve Community Appearance	Revamp the code enforcement process. (dots – one yellow – 2 pts)	2			Can be done internally.		Need to reviw other cities as part of process.
Improve Communication in community	Utilize all forms of technology to communicate with citizens (dots – one yellow – 2 pts)	2			Can be done internally		Need some help identifying and evaluating those opportunities.
Improve Communication with/among employees	Respect and be open to ideas from council and others. (dots – one yellow – 2 pts)	2			Can be done internally		Additional information would be helpful as to what this means.
Improve Communication	Set expectations and adhere to them – include evaluations. (dots – one yellow – 2 pts)	2		To be combined with Compensation Plan			

Improve Customer Service	Conduct customer service training on how to interact with citizens and each other (dots – one red – 1 pt)	1		Can be done internally		trainers. We need to continue to focus on Servant Leadership for the organization as well. \$45K over 2 years.
Improve Infrastructure	Develop a plan (RUBRIC) to determine equity of provision and distribution of resources. (dots – one red – 1 pts)	1		Can be done internally		
Improve Community Appearance	Explore ways that people can take trash and large items in easier/cheaper. (dots – one red – 1 pt)	1	Provide two free dump passes annually			We need to address trees, limb, vegetation. Storage & mulch program? Possible grant.
Improve Community Appearance	Issue citations for littering. (dots – one red – 1 pt)	1		Do this internally now		
Improve Community Appearance	Establish a community service program with courts (dots – one red – 1 pt)	1		Do this internally now		This is done on a limited basis.
Improve Community Appearance	Improve and update city signage and striping (dots – one red – 1 pt)	1			\$50K Will be driven by how much.	
Improve Community Appearance	Focus on demolition of old buildings (dots – one red – 1 pt)	1			\$7500 per site	
Improve Communication in community	Hold “Meet-and-Greets” in various districts. (dots – one red – 1 pts)	1		Can be done internally		Provide support to City Council.
Improve Communication with/among employees	Department directors and supervisors regularly meet together. (dots – one red – 1 pt)	1	Do this now	Do this now		
Invest in our Workforce	Review and establish paid training, classes, stipends, time off policies (dots – one red – 1 pt)	1		Being reviewed for FY26 budget.		
Improve Community Appearance	Implement a sidewalk or streetscape program.	0		Utilize Keep Marshall Beautiful Program		
Improve Community Appearance	Create the “adopt a highway or street program.	0		Utilize Keep Marshall Beautiful Program		
Improve Community Appearance	Focus on tree removal.	0		Developing a tree maintenance plan for parks		May require training for Staff. Equipment needs?
Improve Infrastructure	Establish an Infrastructure Capital Improvements Plan (CIP). (Note: This is the same as the first item above.)	0	See above	See above		
Improve Communication in community	Improve signage in construction areas.	0		Can be done internally		
Improve Communication in community	Monitor social media and use commenting wisely.	0		Will need to develop a social media policy internally		Need to expand communications program.
Improve Communication with/among employees	Hold ½ day fun fest for all employees on quarterly basis.	0		we do have an employee engagement committee that has regular celebrations		
Improve Communication with/among employees	Establish process for communication flow from Council to staff.	0		Can be done internally		
Improve Communication with/among employees	Council and staff meet socially.	0		Can be done internally		
Improve Communication with/among employees	Develop process and documentation forms for completing projects including costs.	0		Can be done internally		
Improve Communication	Establish better/open communications among employees.	0		Can be done internally		
Invest in our Workforce	Establish incentives for innovative ideas.	0		Can be done internally		

Focus Area	Opportunity	Total Points	Risa Jordan-Anderson	Leo Morris	Dathaniel Campbell	Amy Ware	Reba Godfrey	Amanda Abraham	Micah Fenton	Raw Score	Priority
Improve Infrastructure	Establish strategic plans for infrastructure, facilities, equipment. (dots – two green – 6 pts)	6	1	1	1	3	1	1		8	1
Improve Community Appearance	Update code of ordinances. (dots – one green, one yellow – 5 pts) Provide for large scale investments for infrastructure needs including grant funding. (dots – one green – 3 pts)	5	8	2	5	4	10	9		38	2
Improve Infrastructure	Update water treatment system (dots – one green 3 pts)	3	7	7	10	2	3	11		40	3
Improve Infrastructure	Establish fair and equitable performance based pay increases. (dots – two green – 6 pts)	3	20	9	2	1	6	4		42	4
Invest in our Workforce	Improve services in underserved, neglected areas of town. (dots – one green – 3 pts)	6	2	14	9	11	7	2		45	5
Improve Infrastructure	Ensure equity of services to all citizens. (dots – one green – 3 pts)	3	4	3	13	8	5	13		46	6
Improve Infrastructure	Establish a process of cross training between departments. (dots – one yellow, one red – 3 pts)	3	3	8	11	14	4	12		52	7
Invest in our Workforce	Provide update equipment and technology. (dots – one green – 3 pts)	3	12	5	6	18	8	10		59	8
Improve Community Appearance	Revamp the code enforcement process. (dots – one yellow – 2 pts)	3	15	22	3	10	9	6		65	9
Improve Customer Service	Institute a 311 system, possibly alleviating council requests. (dots – one yellow – 2 pts)	2	6	11	14	6	14	21		72	10
Improve Community Appearance	Focus on city-owned properties maintenance. (dots – one yellow – 2 pts)	2	5	10	20	15	20	5		75	11
Improve Customer Service	Include customer service as part of regular employee evaluations. (dots – one green – 3 pts)	2	21	19	7	9	13	7		76	12
Improve Customer Service		3	11	6	8	13	19	20		77	13

Improve Communication	Set expectations and adhere to them – include evaluations. (dots – one yellow – 2 pts)	2	14	13	4	17	23	8	79	14
Invest in our Workforce	Hire or train a grant writer/researcher or employee grant service company to secure funding sources. (dots – one green, one yellow – 5 pts)	5	23	15	16	12	24	3	93	15
Improve Community Appearance	Establish a dedicated right-of-way crew. (dots – one green – 3 pts)	3	16	21	24	5	11	16	93	16
Improve Infrastructure	Clear vegetation form roadsides. (dots – one yellow -2 pts)	2	19	20	21	7	12	15	94	17
Improve Communication in community	Improve city pools (dots – one green, one yellow – 5 pts)	5	9	23	17	24	2	24	99	18
Improve Customer Service	Utilize focus groups for communicating on issues (dots – one yellow, two red – 4 pts)	4	18	4	18	22	17	22	101	19
Improve Communication in community	Establish team-building workshop to addressing issues and creating solutions (dots – one green – 3 pts)	3	10	17	19	19	18	18	101	20
Improve Communication with/among employees	Council meets with community outside council meetings for updates (dots – two yellows – 4 pts)	4	17	16	12	20	16	23	104	21
Improve Customer Service	Respect and be open to ideas from council and others. (dots – one yellow – 2 pts)	2	13	12	15	23	22	19	104	22
Improve Communication in community	Utilize all forms of technology to communicate with citizens (dots – one yellow – 2 pts)	2	22	18	22	16	21	14	113	23
Improve Customer Service	Conduct customer satisfaction surveys (dots – one yellow, two red – 4 pts)	4	24	24	23	21	15	17	124	24



TO: City Council
DATE: May 22, 2025
ITEM #: 8.H
SUBJECT: Discussion and action, if appropriate, on the
FY2025 Street Improvement Program (\$1,500,000).
(Public Works)

Recommendation for Action: Approve the FY2025 Street Program

Executive Summary: The **2025 Street Improvement Program** represents a key investment in the City of Marshall's transportation infrastructure, focused on preserving roadway quality, enhancing public safety, and supporting long-term economic growth. The program is designed to align with the City's goals of delivering reliable public services and maintaining a safe, efficient, and connected roadway network.

What is a Street Improvement Program?

The Street Improvement Program (SIP) is a structured plan developed by the City of Marshall's Engineering and Public Works Departments to manage and improve the condition of city-maintained streets. The program encompasses a range of activities, including pavement resurfacing, full-depth reconstruction, curb and gutter repairs, stormwater drainage improvements, and ADA-compliant upgrades. These projects are selected and scheduled based on objective data, professional assessments, and community feedback.

2025 Street List

The attached list is the streets that were scheduled for improvement in the 2025 construction season, pending final design and available funding. These segments were identified through technical evaluation and are expected to provide a high impact in terms of safety, accessibility, and overall pavement life extension. However, the Council has also had discussions about making changes to the criteria used to consider and ultimately select streets to be improved.

The following are types of criteria that could be included in Council discussions.

Sample Selection Criteria

Below is a sample selection criteria for discussion purposes to consider in determining the order and timing of the program:

- **Pavement Condition Index (PCI)** – Streets were evaluated based on surface condition and structural integrity.

- **Traffic Volume & Functional Classification** – Higher-use and collector roads receive elevated priority. Perhaps thought should be given to removing those from this funding source since funds for neighborhood streets are limited.
- **Public Safety and Emergency Access** – Areas with known safety issues or emergency service importance.
- **Utility Coordination** – Streets aligning with planned water, sewer, electric utility upgrades or needed drainage improvements.
- **Community Input** – Resident and business feedback collected through surveys, service requests, and council outreach.
- **Equity and Geographic Distribution** – Ensuring improvements are balanced across different neighborhoods and areas of need.

Conclusion

The 2025 Street Improvement Program reinforces the City of Marshall's commitment to proactive infrastructure planning and community-focused investment. With careful coordination and transparent criteria, this program will not only address current deficiencies but also support the long-term integrity and sustainability of Marshall's roadway system. Staff will continue to update the project timelines, contractor bidding, and work with Council on the final street selections.

Focus Area(s): This item aligns with the following council-adopted focus area(s):
Improvements to Infrastructure.

Budget Cost: \$1,500,000

Staff Contact: Eric Powell, PE Director

Attachments:

1. DRAFT2025StreetList05132025
2. DRAFT-COMStreetSelectionCriteria2025

**CITY OF MARSHALL
DEPARTMENT OF PUBLIC WORKS
2025 STREET IMPROVEMENT PROGRAM**



PRELIMINARY 2025 STREETS

RECONSTRUCTION

PCI Index	ST Prefix	STREET NAME	ST Suffix	FROM	TO	Length	Width (Avg.)	Area	Tonnage	Pulverization	Overlay
		CYPRESS	ST	END	TEXAS ST	100	20	222	33	\$ 1,778	\$ 4,833
	E	WRIGHT	ST	LANE ST	TEXAS ST	316	20	702	105	\$ 5,618	\$ 15,273
		MAY	ST	LOUISIANA ST	LAKE ST	1006	20	2236	335	\$ 17,884	\$ 48,623
		MAY	ST	TEXAS ST	LAKE ST	528	20	1173	176	\$ 9,387	\$ 25,520
		TEXAS	ST	MAY ST	MAIN ST	1781	20	3958	594	\$ 31,662	\$ 86,082
		LANE	ST	MAY ST	SUMMIT ST	588	20	1307	196	\$ 10,453	\$ 28,420
		SUMMIT	ST	LANE ST	CALLOWAY ST	2229	20	4953	743	\$ 39,627	\$ 107,735
		SLEDGE	ST	SUMMIT ST	POPLAR ST	638	20	1418	213	\$ 11,342	\$ 30,837
28		DICKSON	ST	GEORGE GREGG ST	FM 1997	394	24	1,051	158	\$ 8,405	\$ 22,852
28		EAST	AVE	N BOLIVAR ST	END	215	24	573	86	\$ 4,587	\$ 12,470
28	E	EMORY	ST	MEADOW ST	S WASHINGTON AVE	418	24	1,115	167	\$ 8,917	\$ 24,244
28	S	FULTON	ST	W HOUSTON ST	W BOWIE ST	308	24	821	123	\$ 6,571	\$ 17,864
28		GEORGE GREGG	ST	SL390	VAN ZANDT AVE	546	24	1,456	218	\$ 11,648	\$ 31,668
28		GRISS	ST	E HOUSTON ST	E CROCKETT ST	907	24	2,419	363	\$ 19,349	\$ 52,606
28		JEFFERSON	AVE	SCOTT ST	SEDBERRY ST	823	24	2,195	329	\$ 17,557	\$ 47,734
28		LOUISIANA	ST	POPLAR ST	MAIN ST	585	24	1,560	234	\$ 12,480	\$ 33,930
28		MILL	ST	END	WALL ST	553	24	1,475	221	\$ 11,797	\$ 32,074
28		NOLAN	ST	W HOUSTON ST	#308 NOLAN ST	728	24	1,941	291	\$ 15,531	\$ 42,224
28		SCOTTS QUARTER	RD	WARD ST	HARLETON RD	1453	24	3,875	581	\$ 30,997	\$ 84,274
28		SLEDGE	ST	END	#2306 SLEDGE ST	620	24	1,653	248	\$ 13,227	\$ 35,960
28		WILLOW	ST	CALLOWAY ST	N BOLIVAR ST	604	24	1,611	242	\$ 12,885	\$ 35,032
28		WINSTON	ST	BLEDSE	HOLLAND	378	24	1,008	151	\$ 8,064	\$ 21,924
Reconstruction Totals:								38,721	5,808	\$ 309,767	\$ 842,179

OVERLAY

PCI Index	ST Prefix	STREET NAME	ST Suffix	FROM	TO	Length	Width (Avg.)	Area	Tonnage	Pulverization	Overlay
42		BRYAN	ST	MILTON ST	FLETCHER ST	418	24	1,115	128		\$ 18,587
42		COUNTRY CLUB	DR	OAKWOOD DR	AMBASSADOR	700	24	1,867	215		\$ 31,127
43		ELYSIAN FIELDS	AVE	HIGGINS ST	COOK ST	1360	24	3,627	417		\$ 60,475
43		MEMORIAL	DR	PINEWOOD DR	END	600	24	1,600	184		\$ 26,680
44	E	BOWIE	ST	S BOLIVAR ST	S LAFAYETE ST	307	24	819	94		\$ 13,651
44		JASPER	DR	FITZGERALD ST	JOHN REAGAN ST	1142	24	3,045	350		\$ 50,781
44		JEFFERSON	AVE	SEDBERRY ST	HARGROVE ST	900	24	2,400	276		\$ 40,020
44		MILDRED LEE	ST	S GARRETT ST	END	177	24	472	54		\$ 7,871
44		TAFT	ST	PAUL ALLEY	S MARION ST	427	24	1,139	131		\$ 18,987
45	N	BOLIVAR	ST	SUMMIT ST	E WRIGHT ST	165	24	440	51		\$ 7,337
45		CADDO	ST	VICTORY DR	INDIAN SPRING DR	1190	24	3,173	365		\$ 52,915
45		CENTER	ST	END	GEORGE GREGG ST	340	24	907	104		\$ 15,119
Overlay Totals:								8,531	8,570	\$ -	\$ 343,549
Total Cost:										\$ 309,767	\$ 1,185,729

TOTAL PROGRAM COST: \$ 1,495,496

NOTE: Roads shown in light blue were part of the 2024 2" water main replacement



Here is a street selection criteria system using a 50-point scale, distributed among the given factors. Each criterion has its own scoring explanation to allow objective and consistent assessment:

Street Selection Point System (Total: 50 Points)

1.01 Pavement Condition Index (PCI) – 20 Points

Utilizes the current condition of the pavement developed by Streetscan from the March 2025 data to prioritize streets needing reconstruction, resurfacing or preventative maintenance.

- PCI 0–40 (Very Poor to Poor): 20 points
- PCI 41–55 (Fair): 15 points
- PCI 56–70 (Satisfactory): 10 points
- PCI 71–85 (Good): 5 points
- PCI 86–100 (Very Good to Excellent): 0 points

1.02 Critical Public Facilities – 15 Points

Assesses proximity and access importance to critical infrastructure.

- Street provides direct access to:
 - Hospital, fire station, police station, or emergency shelter: 15 points
 - School, major government building, or transit hub: 10 points
 - Park, library, or community center: 5 points
 - No direct access to critical facilities: 0 points

1.03 Street Classification – 10 Points

Rates the importance of the street based on its function in the transportation network.

- Arterial: 10 points
- Collector: 7 points
- Local: 4 points
- Alley or private road: 0 points

1.04 Undersized Watermain – 5 Points

Evaluates if the existing watermain is below current standards.



- Watermain is undersized (below standard diameter for fire flow or system demands): 5 points
- Watermain is adequately sized: 0 points

Total Possible: 50 Points

This system enables fair, transparent prioritization of street improvements by incorporating infrastructure condition, utility needs, service importance, and street hierarchy.



TO: City Council
DATE: May 22, 2025
ITEM #: 9.A
SUBJECT: Presentation on Work Completed / Work Not
Funded - 2" Water Line Replacement Program
(Councilwoman Godfrey, Councilman Morris)

Recommendation for Action: None

Executive Summary: This will be an opportunity to report on the 2024 2" water main replacement program as well as what the future of the program will look like and anticipated funding. A project completion report will be included in the package along with a summary table of the remaining undersized water mains (water mains 4" in diameter and smaller).

Focus Area(s): This item aligns with the following council-adopted focus area(s):
Infrastructure Improvements

Budget Cost: None (future funding requests)

Staff Contact: Eric Powell, PE Director

Attachments:

1. ProjectCompletionReport2inchWatermain2024
2. COMUndersizedWatermain_Streets



DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE CITY ENGINEER
605 E. End Blvd South
Marshall, Texas 75671
903-935-4489

Project Completion Report Annual 2" Watermain Replacement – Part 1

Project:

Annual 2" Watermain Replacement – Part 1

Description:

The scope of this project is the replacement of the existing, 2" watermain on following streets:

- May St – from Lake Street going east to Sledge St
- Texas St – from May street going north to Ida St
- Texas St – from May St going south to Main St
- Lane St – from May St going south the Summit St
- Summit Street – from Lane St going west to West St
- Summit St – from Louisiana St going east to Jefferson St
- Add-on of Sledge St from Summitt St to Poplar St



Total Length of Watermain: 7,186 feet

The major items include the installation of new 6" watermain, interconnects with all intersecting streets, new fire hydrants, as well as service line connections.

Contract Information:

Contractor: Wicker Construction, Shreveport, LA
Contract Amount: \$304,830
Final Cost (including the Sledge St add-on): \$367,302

Anticipated Schedule:

Begin Construction: **On or about June 17, 2024**
Anticipated Completion: August 30, 2024
Actual Completion: October 13, 2024

Initial Impact:

Initial activities will include materials delivery, equipment mobilization and underground locates. Work is along and through the width of the street and there may be times when single lane traffic movements occur during the actual excavation. Delays in traffic movement are a definite possibility.



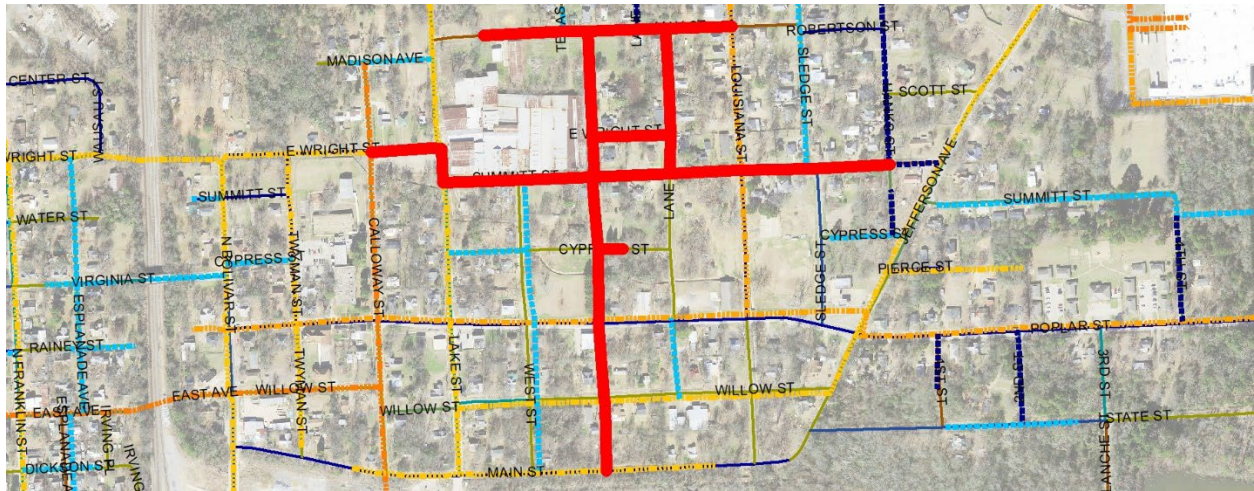
Funding Sources:

ARPA COVID Fiscal Relief Grant (CFRG) and City Water Utilities Fund

Contact Information:

For more information about this project, please feel free to contact Eric Powell, PE, City Engineer\Director of Public Works and Utilities at the City of Marshall Public Works Department: 903-935-4489.

Location Map:



Photos:







Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0007		ABEL	ST	WILSON	END	201	20	1
ST-0055		ARKANSAS	ST	END	PORTLAND AVE	189	18	1
ST-0076		BAKER	ST	BILLUPS ST	CARTERS FERRY RD	544	20	1
ST-0110	S	BISHOP	ST	ALVIN ST	JAMES FARMER ST	279	20	1
ST-0113		BLACK	ST	FRANCES ST	S CARTER ST	360	20	1
ST-0200	S	CARTER	ST	S COLLEGE ST	ALVIN ST	1573	40	1
ST-0201	S	CARTER	ST	ALVIN ST	UNIVERSITY AVE	1142	30	1
ST-0297		DOTY	ST	E HOUSTON ST	E TRAVIS ST	1209	24	1
ST-0393		FORREST	TERR	S WASHINGTON AVE	ELSIE ST	389	28	1
ST-0394		FRANCES	ST	MOORE ST	UNIVERSITY AVE	689	24	1
ST-0532		HIGH	ST	SOUTH ST	UNIVERSITY AVE	659	24	1
ST-0536		HIGHBRIDGE	ST	HERBERT ST	E GRAND AVE (US80)	289	24	1
ST-0734		MAULDING	ST	E HOUSTON ST	E TRAVIS ST	1196	24	1
ST-1150		WOOD ALLEY		WOOD ST	END	72	20	1
					1" Total Length:	8791		

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0004		4TH	ST	SUMMITT ST	POPLAR ST	529	20	2
ST-0006		6TH	ST	POPLAR ST	SMALL ST	1289	20	2
ST-0013		ADAIR	ST	END	YANEY sST	684	16	2
ST-0016		ADKINS	ST	W BURLESON	W RUSK	397	20	2
ST-0017		ADKINS	ST	W RUSK ST	W HOUSTON ST	595	20	2
ST-0022	N	ALAMO	BLVD	GRAND AVE (HWY 80)	E HOUSTON ST	1247	75	2
ST-0025		ALBEMARLE	RD	S WASHINGTON	MADEWOOD RD	550	30	2
ST-0026		ALBEMARLE	RD	MADEWOOD RD	ARLINGTON RD	499	30	2
ST-0027		ALBEMARLE	RD	ARLINGTON	ROSBOROUGH SPRINGS	1352	30	2
ST-0032		ALEXANDER	ST	S ALLEN BLVD	S CALLUM ST	523	20	2
ST-0051		ANN	DR	HUGHES ST	MARTINDALE DR	359	20	2
ST-0058		ASHWOOD	TERR	END	DUNCAN RD	684	24	2
ST-0060		ATKINS	ST	HIGGINS ST	S GARRETT ST	1353	24	2
ST-0061		AUBREY	ST	END	FIVE NOTCH RD	471	20	2
ST-0063	E	AUSTIN	ST	DUREL ST	DAVIS ST	1153	24	2
ST-0071		AVENUE D		OLIVE ST	NORWOOD ST	896	20	2
ST-0072		AZALEA	WAY	END	VICTORY (HWY80)	1310	40	2
ST-0075	S	BAFFO	RD	KARNACK HWY (HWY43)	LOWER PORT CADDO RD	902	20	2
ST-0078		BARRY	ST	EASTMOOR DR	HARPER DR	1400	20	2
ST-0079		BAUSLEY	RD	END	KARNACK HWY (TX43)	642	20	2
ST-0080		BAUSLEY	RD	KARNACK HWY (TX43)	END	310	24	2
ST-0084		BEAN	ST	CARTERS FERRY RD	PEMBERTON ST	734	20	2
ST-0106		BIRD	ST	W RUSK ST	W HOUSTON ST	696	24	2
ST-0108	N	BISHOP	ST	GRAND AVE (HWY80)	W RUSK ST	720	24	2
ST-0109	N	BISHOP	ST	W RUSK ST	W HOUSTON ST	778	24	2
ST-0114		BLACKBURN	ST	RAINEY ST	BROWN ST	361	20	2
ST-0115		BLACKBURN	ST	BROWN ST	END	588	20	2
ST-0117		BLANCHE	ST	GRAND AVE (HWY80)	E RUSK ST	614	20	2
ST-0120	E	BLOCK	ST	POPE ST	S GROVE ST	922	20	2
ST-0135		BOOKER	ST	ELYSIAN FIELDS AVE	END	706	20	2
ST-0148		BRANCH	ST	END	E END BLVD (US59)	503	20	2
ST-0157		BROOK	ST	MEREDITH ST	ST FRANCES ST	529	24	2
ST-0163		BRUCKMULLER	ST	N GROVE ST (FM1997)	CRAWFORD ST	280	20	2
ST-0168		BUENA VISTA	DR	GEORGETOWN RD	BUENA VISTA CT	1432	30	2
ST-0169		BUENA VISTA	DR	BUENA VISTA CT	GEORGETOWN RD	1148	30	2
ST-0170		BUENA VISTA	CT	BUENA VISTA ST	END	397	30	2
ST-0171		BUENA VISTA	ST	BUENA VISTA DR	W PINECREST DR (TX43)	351	34	2
ST-0172		BUFFO	RD	N FRANKLIN ST	N GROVE ST (FM1997)	1341	20	2
ST-0177		BYRNE	ST	COOK ST	KAHN ST	521	20	2
ST-0183		CAIN	ST	HERBERT ST	GRAND AVE (HWY80)	285	20	2
ST-0186	N	CALLUM	ST	KATHERINE ST	W HOUSTON ST	580	20	2
ST-0187	S	CALLUM	ST	W HOUSTON ST	HIGHLAND DR	679	20	2
ST-0188	S	CALLUM	ST	HIGHLAND DR	INMAN DR	496	20	2
ST-0205		CARTERS FERRY	RD	ROGERS ST	END	1193	40	2
ST-0206		CARTHAGE	ST	END	CEDAR ST	192	16	2
ST-0207		CARTHAGE	ST	CEDAR ST	WALNUT ST	1416	20	2
ST-0220		CHESTNUT	DR	FOREST TRL	LINWOOD TERR	1623	28	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0222		CLARA	PL	S CALLUM ST	HOWARD ST	260	18	2
ST-0228		COLOR ALLEY		RURAL ALLEY	SCOTTS QUARTERS RD	423	18	2
ST-0241		COOK	ST	ELYSIAN FIELDS	JOHNSON ST	996	24	2
ST-0244		COTTON	CT	END	REBEL LN	143	34	2
ST-0245		COUNTRY CLUB	DR	VICTORY DR (US80)	AMBASSADOR BLVD	1311	30	2
ST-0246		COUNTRY CLUB	DR	AMBASSADOR BLVD	MEMORIAL DR	1175	30	2
ST-0249		COXY	ST	END	KIMBROUGH ST	590	20	2
ST-0250		CRAWFORD	ST	BRUCKMULLER ST	GRAND AVE (US80)	515	20	2
ST-0255	E	CROCKETT	ST	E END BLVD (US59)	ALBERT ST	2055	30	2
ST-0256	E	CROCKETT	ST	ALBERT ST	LON ST	1362	30	2
ST-0260	W	CROCKETT	ST	S GROVE ST	S COLLEGE ST	571	30	2
ST-0261		CROSS	ST	CIRCLE DR	S GARRETT ST	513	28	2
ST-0263		CYPRESS	ST	JEFFERSON AVE	SLEDGE ST	351	24	2
ST-0264		CYPRESS	ST	LANE ST	LAKE ST	898	24	2
ST-0265		CYPRESS	ST	TWYMAN ST	N BOLIVAR ST	268	24	2
ST-0266		DALLAS	ST	SLEDGE ST	END	422	20	2
ST-0276		DECATUR	ST	GEORGE GREGG ST	N GROVE ST (FM1997)	392	24	2
ST-0284		DENTON	ST	ARK ST	LUDOLPH ST	693	20	2
ST-0285		DIAL	ST	S GARRETT ST	END	185	20	2
ST-0286		DICKSON	ST	IRVING PL	N FRANKLIN ST	440	24	2
ST-0287		DICKSON	ST	N FRANKLIN ST	GEORGE GREGG ST	510	24	2
ST-0288		DICKSON	ST	GEORGE GREGG ST	N GROVE ST (FM1997)	394	24	2
ST-0298		DOVENNA	ST	ESTHER ST	BETH ANN DR	969	20	2
ST-0312	N	EDWARDS	ST	E AUSTIN ST	E HOUSTON ST	269	24	2
ST-0313	S	EDWARDS	ST	E HOUSTON ST	E CROCKETT ST	911	24	2
ST-0314	S	EDWARDS	ST	E CROCKETT ST	E TRAVIS ST	298	24	2
ST-0315		ELDRIDGE	ST	END	IRENE ST	174	24	2
ST-0316		ELLIOT	ST	VAN ZANDT AVE	ORIS ST	291	20	2
ST-0321		ELMWOOD	ST	LYNOAK ST	PINECOVE ST	490	30	2
ST-0322		ELSIE	ST	W MERRITT ST	MEDILL ST	607	24	2
ST-0324		ELSIE	ST	MEREDITH ST	FORREST ST	685	24	2
ST-0332	E	EMORY	ST	WINGWOOD TERR	PECAN ST	713	30	2
ST-0333	E	EMORY	ST	MEADOW ST	S WASHINGTON AVE	418	24	2
ST-0342		ERMA	ST	END	UNIVERSITY AVE	340	24	2
ST-0343		ESPLANADE	ST	CEDAR ST	HICKORY ST	818	24	2
ST-0344		ESPLANADE	ST	W WRIGHT ST	VIRGINIA ST	504	20	2
ST-0345		ESPLANADE	ST	VIRGINIA ST	EAST AVE	523	20	2
ST-0346		ESPLANADE	ST	EAST AVE	VALE ST	618	20	2
ST-0347		ESTES	ST	N ALLEN ST	N CALLUM ST	399	20	2
ST-0348		ESTES	ST	N CALLUM ST	N MARION ST	569	20	2
ST-0350		EVANS	ST	SL390	HWY 154	1403	24	2
ST-0355		EVANS	ST	RALPH ST	GRAND AVE (US80)	552	24	2
ST-0360		FAIRFIELD	AVE	VICTORY DR (US80)	E RUSK ST	367	24	2
ST-0361		FAIRFIELD	AVE	E RUSK ST	E HOUSTON ST	617	24	2
ST-0367	W	FANNIN	ST	S WASHINGTON AVE	S GROVE ST	1221	36	2
ST-0375		FINDLEY	ST	END	NORWOOD ST	275	18	2
ST-0376		FINDLEY	ST	NORWOOD ST	END	186	18	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0378		FISHER	DR	W PINECREST (TX43)	END	2883	30	2
ST-0382		FIVE NOTCH	RD	ELYSIAN FIELDS AVE	JOHNSON ST	976	20	2
ST-0383		FIVE NOTCH	RD	JOHNSON ST	END	1694	28	2
ST-0392		FORREST	TERR	S GROVE ST	ROSBOROUGH SPRINGS RD	779	28	2
ST-0396		FRANK	ST	S CALLUM ST	S MARION ST	465	24	2
ST-0397		FRANK	ST	S MARION ST	MLK JR BLVD (SL390)	669	24	2
ST-0412	S	FRANKLIN	ST	W FANNIN ST	W CROCKETT ST	310	34	2
ST-0413		FRAZIER	ST	RAY ST	BRUCKMULLER ST	214	20	2
ST-0424	S	FULTON	ST	W FANNIN ST	E TRAVIS ST	633	30	2
ST-0426		FURRH	ST	INDIAN SPRINGS RD	VICTORY DR (US80)	984	24	2
ST-0429		GAIL	CIR	GAIL DR	GAIL DR	586	30	2
ST-0430		GARBER	ST	HERBERT ST	GRAND AVE (US80)	287	20	2
ST-0431		GARBER ALLEY		END	SCOTTS QUARTER RD	283	20	2
ST-0444	S	GARRETT	ST	DRAW ST	BERGSTROM PL	759	30	2
ST-0451		GATEWOOD	ST	MILTON ST	FLETCHER ST	419	24	2
ST-0452		GEHLAN	ST	GRAND AVE (US80)	W HOUSTON ST	1860	20	2
ST-0453		GENEVIEVE	ST	FIVE NOTCH RD	END	288	20	2
ST-0463		GLENBROOK	CIR	END	DENISE DR	291	20	2
ST-0465		GOODWIN	ST	W EMORY ST	END	149	24	2
ST-0466		GORDON	ST	W MERRITT ST	NATHAN ST	943	24	2
ST-0471	E	GRAND	AVE	REGINALD ST	VETERANS AVE	336	24	2
ST-0472	E	GRAND	AVE	VETERANS AVE	END	134	24	2
ST-0474		GRAY	CIR	JEFFERSON DAVIS	JEFFERSON DAVIS	323	28	2
ST-0477		GREER	ST	S GROVE ST	S COLLEGE ST	578	20	2
ST-0478	N	GRISMORE	ST	KARNACK HWY (TX43)	E TEDDY ST	517	20	2
ST-0479	S	GRISMORE	ST	E TEDDY ST	END	288	20	2
ST-0480		GRISS	ST	E HOUSTON ST	E TRAVIS ST	1204	24	2
ST-0483	S	GROVE	ST	STARR CIR	BOMAR ST	1606	34	2
ST-0484	S	GROVE	ST	BOMAR ST	UNIVERSITY AVE	340	24	2
ST-0485	S	GROVE	ST	UNIVERSITY AVE	MEDILL ST	1078	24	2
ST-0486	S	GROVE	ST	MEDILL ST	NATHAN ST	292	24	2
ST-0487	S	GROVE	ST	NATHAN ST	WEAVER ST	1141	24	2
ST-0488	S	GROVE	ST	END	FORREST TERR	425	24	2
ST-0490		GUIMON	RD	ARLINGTON RD	ALBEMARLE RD	1263	28	2
ST-0493		HANKS	ST	ROBERTSON ST	SUMMITT ST	546	20	2
ST-0494		HANKS	ST	SUMMITT ST	CYPRESS ST	291	20	2
ST-0495		HANOVER	TER	WARREN DR	END	467	24	2
ST-0500		HARLETON	RD	MELTON ST	SL 390	1003	24	2
ST-0505		HARRISON	ST	VAN ZANDT AVE	CENTER ST	621	20	2
ST-0506		HARRISON	ST	CENTER ST	W WRIGHT ST	301	20	2
ST-0507		HAWLEY	ST	N FRANKLIN ST	GEORGE GREGG ST	425	24	2
ST-0508		HAWLEY	ST	GEORGE GREGG ST	N GROVE ST (FM1997)	379	24	2
ST-0512	S	HAZELWOOD	ST	E HOUSTON ST	E TRAVIS ST	1196	24	2
ST-0514		HENDERSON	ST	LOUISIANA ST	LANE ST	591	24	2
ST-0518		HENRY	ST	GRAFTON ST	SOUTH ST	266	24	2
ST-0519		HENRY	ST	SOUTH ST	UNIVERSITY AVE	652	24	2
ST-0520		HENRY	ST	UNIVERSITY AVE	PEMBERTON ST	514	24	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0526		HERNDON	ST	EVANS ST	TALLEY ST	684	28	2
ST-0527		HICKORY	ST	ESPLANADE AVE	N FRANKLIN ST	285	20	2
ST-0528		HICKORY	ST	N FRANKLIN ST	PALESTINE ST	292	20	2
ST-0529		HICKORY	ST	PALESTINE ST	N GROVE ST (FM1997)	684	20	2
ST-0530		HIGGINS	ST	E TRAVIS ST	ELYSIAN FIELDS AVE	1461	24	2
ST-0540		HOLLAND	ST	S GROVE ST	WILSON ST	745	24	2
ST-0541		HOLLAND	ST	WILSON ST	END	522	28	2
ST-0546		HOLLIS TAYLOR		MOBILE ST	PECAN ST	312	20	2
ST-0549		HOOD	ST	W GRAND AVE (US80)	E RUSK ST	622	24	2
ST-0550		HOPE	RD	W EMORY ST	W EMORY ST	486	28	2
ST-0566	W	HOUSTON	ST	WARD ST	CITY LIMITS	2678	34	2
ST-0567		HOWARD	ST	END	UNIVERSITY AVE	617	24	2
ST-0570		HUDSON	ST	SCOTTS QUARTERS RD	SCOTTS QUARTER RD	1468	20	2
ST-0575		HUGHES	ST	S GARRETT ST	S WASHINGTON AVE	1574	30	2
ST-0576		HULANE	ST	WINGWOOD DR	NELEY PERRY	486	28	2
ST-0577		HUNT	ST	HOWARD ST	MLK JR BLVD (SL390)	863	28	2
ST-0578		HYNSON	ST	END	5TH ST	208	16	2
ST-0581		HYNSON SPRINGS	RD	NORTH ST	SL LOOP 390	351	20	2
ST-0584		IDYLWILD	TER	WARREN DR	WARREN DR	755	28	2
ST-0587		INDIAN SPRINGS	DR	MAE DR	BROWNRIGG AVE	782	24	2
ST-0592		INDUSTRIAL	DR	E END BLVD (US59)	JEFFERSON AVE	959	24	2
ST-0594		IRENE	ST	ROGERS ST	SYLVESTER ST	330	24	2
ST-0597		IVY	ST	SOUTH ST	UNIVERSITY AVE	659	24	2
ST-0598		JACKSON	ST	E GRAND AVE (US80)	E RUSK ST	622	24	2
ST-0599		JAMES	ST	HIGGINS ST	RUDD ST	160	20	2
ST-0600		JAMES FARMER	ST	S CARTER ST	SANFORD ST	1431	20	2
ST-0609		JEAN	DR	FAIRFIELD ST	END	715	24	2
ST-0629		JOYCE	ST	ADDIEBELLE ST	GRACE ST	705	24	2
ST-0630		JOYCE	ST	GRACE ST	TERRY ST	734	24	2
ST-0631		KAHN	ST	ELYSIAN FIELDS AVE	JOHNSON ST	1088	28	2
ST-0637		KIMBROUGH	ST	LOWER PORT CADDO RD	COXY ST	156	20	2
ST-0638		KINGFISH	ST	END	SCOTTS QUARTER RD	1240	24	2
ST-0655		LANCASTER	ST	ROSBOROUGH SPRINGS RD	ACHTE ST	684	20	2
ST-0656		LANCASTER	ST	ACHTE ST	END	3615	20	2
ST-0658		LANE	ST	MAY ST	SUMMITT ST	587	24	2
ST-0660		LANE	ST	POPLAR ST	WILLOW ST	292	24	2
ST-0661		LANE LEWIS	ST	W PINECREST DR (TX43)	LANCASTER ST	529	24	2
ST-0662		LANSDOWNE	ST	MARY MACK DR	ACADIA ST	1262	24	2
ST-0667		LEE	ST	BEAUREGARD ST	E BURLESON ST	651	24	2
ST-0669		LELAND	ST	SAMUEL ST	JASPER DR	361	24	2
ST-0670		LEONA	ST	UNIVERSITY AVE	WILEY AVE	710	24	2
ST-0671		LESLIE	ST	W PINECREST DR (HWY43)	LANCASTER ST	957	20	2
ST-0675		LINDA	LN	W PINECREST DR (TX43)	END	1503	30	2
ST-0676		LINDSEY	ST	END	UNIVERSITY AVE	289	24	2
ST-0678		LINWOOD	TERR	CHESTNUT DR	MURRAY ST	251	28	2
ST-0679		LOCUST	ST	END	PALESTINE ST	723	20	2
ST-0680		LOCUST	ST	PALESTINE ST	CARTHAGE ST	279	20	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0681		LOCUST	ST	CARTHAGE ST	N GROVE ST (FM1997)	546	20	2
ST-0682		LON	ST	E BOWIE ST	E CROCKETT ST	608	24	2
ST-0683		LON	ST	E CROCKETT ST	E TRAVIS ST	296	24	2
ST-0685		LOTHROP	ST	KAHN ST	MAHONE ST	624	24	2
ST-0686		LOTHROP	ST	MAHONE ST	S GARRETT ST	1515	24	2
ST-0692		LUCILLE	ST	END	VICTORY DR (US80)	1352	24	2
ST-0699		MADEWOOD	RD	ALBEMARLE RD	WAUBUN ST	591	28	2
ST-0700		MADEWOOD	RD	WAUBUN ST	MARY MACK DR	506	28	2
ST-0701		MADISON	AVE	LAKE ST	END	466	24	2
ST-0702		MAE	DR	FITZGERALD ST	VICTORY DR (US80)	1718	28	2
ST-0704		MAHONE	ST	FRY ST	JOHNSON ST	386	24	2
ST-0706		MANES	ST	NESBITT ST	N MARION ST	256	20	2
ST-0708		MARIGOLD	AVE	END	SANFORD ST	495	20	2
ST-0710	N	MARION	ST	KATHERINE ST	W HOUSTON ST	700	24	2
ST-0717		MARTHA	ST	MARTIN ST	S GARRETT ST	498	20	2
ST-0719		MARTIN	PL	MARTIN ST	MARTIN ALLEY	113	20	2
ST-0721		MARTIN	ST	FRY ST	JOHNSON ST	377	20	2
ST-0722		MARTIN	ST	JOHNSON ST	MARTHA ST	578	20	2
ST-0723		MARTIN	ST	MARTHA ST	PAGE ST	783	20	2
ST-0733		MATHEWSON	DR	N GROVE ST (FM1997)	CEDAR ST	857	24	2
ST-0736		MAY	ST	SLEDGE ST	TEXAS ST	961	20	2
ST-0737		MAY	ST	TEXAS ST	LAKE ST	528	20	2
ST-0738		MC ALPINE	ST	END	CHATHAM ST	360	20	2
ST-0742		MEADOW	ST	MEREDITH ST	ST FRANCIS ST	532	28	2
ST-0743		MEADOWBROOK	ST	ELSIE ST	PRESTON ST	840	24	2
ST-0747		MEDILL	ST	WILSON ST	ROSBOROUGH SPRINGS RD	554	30	2
ST-0756	W	MEREDITH	ST	S WASHINGTON AVE	BOMAR ST	1101	28	2
ST-0757	W	MEREDITH	ST	BOMAR ST	WILSON ST	679	24	2
ST-0758	W	MEREDITH	ST	WILSON ST	ROSBOROUGH SPRINGS RD	388	24	2
ST-0759	W	MEREDITH	ST	SANFORD ST	BILLUPS ST	1330	24	2
ST-0764		MERZBACHER	ST	E BOWIE ST	E TRAVIS ST	929	24	2
ST-0765		MIDDLE	ST	N FRANKLIN ST	N GROVE ST (FM1997)	1117	20	2
ST-0766		MILAM	ST	TAYLOR ST	WARD ST	670	24	2
ST-0767		MILAM	ST	WARD ST	YANEY ST	444	24	2
ST-0774		MILTON	ST	SOUTH ST	HENRY ST	348	24	2
ST-0775		MINDEN	ST	END	HIGGINS ST	441	20	2
ST-0776		MISSION	ST	WHETSTONE ST	ELM ST	406	24	2
ST-0777		MOBILE	ST	HALBERT ST	HOLLIS TAYLOR ST	443	28	2
ST-0782		MOORE	ST	S GROVE ST	S CARTER ST	718	24	2
ST-0783		MORRISON	ST	ROSBOROUGH ST	N BISHOP ST	690	24	2
ST-0786		MORTON	ST	END	S ALLEN BLVD	285	28	2
ST-0787		MORTON	ST	S ALLEN BLVD	MLK JR BLVD (SL390)	1676	24	2
ST-0791		MURRAY	AVE	LINWOOD DR	LINWOOD DR	957	24	2
ST-0792		MURRAY	ST	LINWOOD DR	INDIAN SPRINGS RD	1264	24	2
ST-0793		MURRAY	ST	INDIAN SPRINGS RD	VICTORY DR (US80)	1043	24	2
ST-0795		NATHAN	ST	WASHINGTON PL	S WASHINGTON AVE	524	24	2
ST-0796		NATHAN	ST	S WASHINGTON AVE	GORDON ST	744	24	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0797		NATHAN	ST	GORDON ST	S GROVE ST	488	24	2
ST-0798		NATHAN	ST	S GROVE ST	ROSBOROUGH SPRINGS RD	905	24	2
ST-0801		NESBITT	ST	MANES ST	KATHERINE ST	337	20	2
ST-0803		NEWMAN	ST	BROWNRIGG AVE	WHALEY AVE	670	20	2
ST-0804		NEWMAN	ST	WHALEY AVE	FURRH AVE	321	20	2
ST-0808		NORWOOD	ST	SL390	AVE B	3073	34	2
ST-0811		OAK	ST	ESPLNADE AVE	PALESTINE ST	579	24	2
ST-0812		OAK	ST	PALESTINE ST	N GROVE ST (FM1997)	759	24	2
ST-0820		ORIS	ST	NORWOOD ST	ELLIOT ST	351	24	2
ST-0822		PAGE	ST	MARTHA ST	MARTIN ST	975	24	2
ST-0824		PALESTINE	ST	CEDAR ST	OAK ST	567	20	2
ST-0825		PALESTINE	ST	OAK ST	HICKORY ST	282	20	2
ST-0826		PALESTINE	ST	HICKORY ST	SPRUCE ST	281	20	2
ST-0827		PALESTINE	ST	SPRUCE ST	WALNUT ST	280	20	2
ST-0829		PAMELA	DR	ACADIA ST	BELAIR DR	433	34	2
ST-0830		PAMELA	DR	BELAIR DR	ROSBOROUGH SPRINGS RD	320	34	2
ST-0831		PARK	DR	SL390	HWY154	1496	24	2
ST-0832		PARK	DR	HWY154	VAN ZANDT AVE	2697	24	2
ST-0834		PARK SCHOOL	ST	EVANS ST	W GRAND AVE (US80)	809	24	2
ST-0836		PARKER	ST	W GRAND AVE (US80)	W RUSK ST	728	24	2
ST-0837		PARKER	ST	W RUSK ST	W HOUSTON ST	1184	24	2
ST-0839		PECAN	ST	JOHNSON ST	HOLLIS TAYLOR ST	797	24	2
ST-0840		PECAN	ST	HOLLIS TAYLOR	E EMORY ST	158	24	2
ST-0841		PECAN	ST	E EMORY ST	E MEREDITH ST	339	24	2
ST-0846		PHILLIPS	ST	LOTHROP ST	JOHNSON ST	154	20	2
ST-0850		PINE BURR	TERR	END	WARREN DR	239	34	2
ST-0860		POAG	ST	S ALAMO ST	S GARRETT ST	805	30	2
ST-0862		POCONO	ST	S GARRETT ST	GARRETT TERR	689	24	2
ST-0875		PORTLAND	AVE	E TRAVIS ST	ARKANSAS ST	591	20	2
ST-0876		POSITIVE	PL	FIVE NOTCH RD	END	236	20	2
ST-0878		POWERS	ST	KARNACK HWY (TX43)	LOWER PORT CADDO RD	693	20	2
ST-0879		PRESTON	ST	ELSIE ST	MEADOWBROOK TERR	475	20	2
ST-0880		PRICE	ST	GREENWOOD AVE	E GRAND AVE (US80)	429	30	2
ST-0881		PRICE	ST	E GRAND AVE (US80)	E AUSTIN ST	968	28	2
ST-0882		RAINEY	ST	END	N FRANKLIN ST	447	24	2
ST-0883		RAINEY	ST	N FRANKLIN ST	GEROGE GREGG ST	581	24	2
ST-0884		RAINEY	ST	SPEED ST	EVANS ST	567	24	2
ST-0885		RAINEY	ST	TALLEY ST	BLACKBURN ST	427	20	2
ST-0888		RANDALL	CIR	END	STUART LN	262	20	2
ST-0892		RAY	ST	N FRANKLIN ST	FRAZIER ST	403	24	2
ST-0894		REDWOOD	TRL	ROLLINGWOOD DR	JASPER DR	528	20	2
ST-0895		REDWOOD	TRL	ENFIELD DR	SALLIE SUE DR	969	24	2
ST-0901		RICHMOND	DR	JEFF DAVIS ST	END	259	28	2
ST-0902		RIGGS	CIR	S WASHINGTON AVE	UNIVERSITY AVE	659	30	2
ST-0903		RIPTOE	ST	WALL ST	PARK SCHOOL ST	957	20	2
ST-0904		ROBERTSON	ST	HANKS ST	SLEDGE ST	336	24	2
ST-0905		ROCKWELL	ST	KINGFISH ST	WARD ST	321	20	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0906		ROGERS	ST	BILLUPS ST	CARTERS FERRY RD	1097	24	2
ST-0907		ROLLINGWOOD	DR	FOREST TRL	RIDLE PATH	441	24	2
ST-0908		ROLLINGWOOD	DR	BRIDLE PATH	REDWOOD TRL	457	24	2
ST-0909		ROLLINGWOOD	DR	REDWOOD TRL	JOHN REGAN ST	386	24	2
ST-0911		ROSBROGH	ST	W RUSK ST	W HOUSTON ST	641	24	2
ST-0917		ROSBOROUGH SPRINGS	RD	JANICE LN	PAMELA DR	1013	24	2
ST-0922		ROSE	ST	W EMORY ST	MARIGOLD AVE	374	28	2
ST-0927		RURAL	ALLEY	COLOR ALLEY	MADAME QUEEN ST	342	20	2
ST-0928	E	RUSK	ST	DOWNER ST	FAIRFIELD ST	424	20	2
ST-0930	E	RUSK	ST	END	DUREL ST	1231	24	2
ST-0931	E	RUSK	ST	DUREL ST	DAVIS ST	1210	24	2
ST-0940		SAMUEL	ST	JEFF DAVIS ST	LELAND ST	713	24	2
ST-0941		SANDERS	ST	END	HARPER DR	340	20	2
ST-0949		SCENIC LOOP		CALVERT DR	E PINECREST DR (TX43)	3024	28	2
ST-0950		SCHUBER	ST	MILTON ST	HENRY ST	194	24	2
ST-0951		SCOGGINS	ST	E HOUSTON ST	E TRAVIS ST	1197	24	2
ST-0958		SHADYWOOD	DR	ALBERMARLE RD	ROSBOROUGH SPRINGS RD	1192	28	2
ST-0959		SHADYWOOD	RD	ROSBOROUGH SPRINGS RD	END	393	24	2
ST-0960		SHAW	ST	LEVIN ST	COFFEE ST	279	20	2
ST-0962		SHERRY	DR	LAVERNA DR	S WASHINGTON AVE	941	30	2
ST-0963		SHILOH	ST	WILLIAMS RD	SINGLETON ST	1175	20	2
ST-0964		SHIRLEY	ST	WINGWOOD DR	S BOLIVAR ST	1458	30	2
ST-0965		SINGLETON	ST	KARNACK HWY (TX43)	END	1140	20	2
ST-0968		SLEDGE	ST	SEDBERRY ST	SUMMITT ST	866	24	2
ST-0971		SMALL	ST	E END FRONTAGE RD	6TH ST	347	20	2
ST-0972		SOUTH	ST	S BISHOP ST	SANFORD ST	428	20	2
ST-0977		SOUTHSIDE	DR	END	WARD ST	1078	24	2
ST-0984		SPRUCE	ST	N FRANKLIN ST	N GROVE ST (FM1997)	970	20	2
ST-0985		ST FRANCIS	ST	END	MEADOW ST	501	30	2
ST-0986		ST FRANCIS	ST	MEADOW ST	S WASHINGTON AVE	397	30	2
ST-0987		STANLEY	ST	RALPH ST	HERBERT ST	264	24	2
ST-0988		STANLEY	ST	HERBERT ST	W GRAND AVE (US80)	286	24	2
ST-0989		STARR	ST	END	E END BLVD (US59)	601	24	2
ST-0990		STARR	ST	E END BLVD (US59)	PORTLAND AVE	819	20	2
ST-0993		STATE	ST	THIRD ST	JEFFERSON AVE	1195	20	2
ST-0995		STONEWALL	DR	JEFF DAVIS ST	END	579	30	2
ST-0997		STUART	LN	FOREST TRL	JOHN REAGAN ST	1417	30	2
ST-0998		SUMMITT	ST	4th ST	JEFFERSON AVE	1011	24	2
ST-0999		SUMMITT	ST	JEFFERSON AVE	WEST ST	1719	24	2
ST-1000		SUMMITT	ST	WEST ST	LAKE ST	297	24	2
ST-1001		SUMMITT	ST	TWYMAN ST	END	382	24	2
ST-1006		SYLVESTER	ST	IRENE ST	END	161	20	2
ST-1008		TALLEY	ST	END	BROWN ST	672	24	2
ST-1012		TEDDY	ST	E TEDDY ST	LOWER PORT CADDO RD	1848	24	2
ST-1014		TEXAS	ST	IDA ST	MAY ST	278	20	2
ST-1015		TEXAS	ST	MAY ST	POPLAR ST	1187	24	2
ST-1016		TEXAS	ST	POPLAR ST	MAIN ST	594	20	2

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-1017		THOMAS	ST	HENDRIX ST	YOUNG ST	396	20	2
ST-1019		TOLIVAR	ST	HARGROVE ST	SEDBERRY ST	577	24	2
ST-1021		TOWER	DR	E MARTINDALE DR	POCONO ST	548	24	2
ST-1026	W	TRAVIS	ST	S WASHINGTON AVE	STARR CIRCLE	1224	40	2
ST-1053		VIRGINIA	ST	N BOLIVAR ST	ESPLANADE AVE	609	24	2
ST-1054		VIRGINIA	ST	ESPLANADE AVE	N FRANKLIN ST	258	30	2
ST-1057		WALL	ST	MILL ST	HERBERT ST	466	20	2
ST-1066		WARD	ST	W GRAND AVE (US80)	HOLLINS ST	537	24	2
ST-1076		WASHINGTON	PL N	WASHINGTON PL E	S WASHINGTON AVE	525	30	2
ST-1090	S	WASHINGTON	AVE	E MEREDITH ST	E PINECREST DR (TX43)	1348	30	2
ST-1091	S	WASHINGTON	AVE	E PINECREST DR (TX43)	WOODLAND RD	518	30	2
ST-1092	S	WASHINGTON	AVE	WOODLAND RD	GOODALL ST	721	30	2
ST-1102		WATER	ST	END	N FRANKLIN ST	359	20	2
ST-1103		WATER	ST	N FRANKLIN ST	GEORGE GREGG ST	653	20	2
ST-1106		WAUSAU	ST	CENTER ST	W WRIGHT ST	310	24	2
ST-1107		WAVERLY	ST	S WASHINGTON AVE	WAUBUN ST	613	30	2
ST-1108		WEAVER	ST	S GROVE ST	END	260	20	2
ST-1110	N	WELLINGTON	ST	GINOCCHIO ST	VAN HOOK ST	463	24	2
ST-1114		WESSON	ST	S GROVE ST	WILEY AVE	1104	24	2
ST-1115		WEST	ST	SUMMITT ST	WILLOW ST	900	24	2
ST-1116		WEST	ST	WILLOW ST	MAIN ST	300	20	2
ST-1117		WHALEY	AVE	FITZGERALD ST	VICTORY DR (US80)	1545	20	2
ST-1122		WILDWOOD	TERR	MEMORIAL DR	WARREN DR	1287	30	2
ST-1126	S	WILLIAMS	ST	E HOUSTON ST	E BOWIE ST	309	28	2
ST-1127	S	WILLIAMS	ST	E BOWIE ST	E TRAVIS ST	903	28	2
ST-1140		WINGWOOD	TER	HOLLIS TAYLOR ST	E MEREDITH ST	485	24	2
ST-1141		WINN	ST	BELL ST	END	314	20	2
ST-1146		WOOD	ST	SOUTH ST	UNIVERSITY AVE	608	24	2
ST-1147		WOOD	ST	UNIVERSITY AVE	END	190	24	2
ST-1152		WOODLAND	RD	S WASHINGTON AVE	ARLINGTON RD	787	24	2
ST-1153		WOODROW	ST	NOLAN ST	FLETCHER ST	707	24	2
ST-1155		WRANDOTT	ST	MLK JR BLVD (SL390)	UNIVERSITY AVE	516	28	2
ST-1156		WRANDOTT	ST	UNIVERSITY AVE	MORTON ST	343	24	2
ST-1157	E	WRIGHT	ST	LAKE ST	CALLOWAY ST	190	20	2
ST-1166		YOUNGSDALE	CIR	S CARTER ST	END	521	30	2
ST-1182		WILDWOOD	TERR	IDYLLWILD TERR	WARREN RD	264	24	2
ST-1183		SYLVESTER	ST	ELDRIDGE ST	END	275	22	2
					2" Total Length:	258083		

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0001		1ST	ST	POPLAR ST	STATE ST	370	20	4
ST-0002		2ND	ST	POPLAR ST	STATE ST	374	20	4
ST-0003		3RD	ST	POPLAR ST	STATE ST	377	20	4
ST-0011		ACHTE	ST	LANCASTER ST	END	268	20	4
ST-0014		ADAMS	ST	KARNACK HWY (SH43)	CULPEPPER ST	1273	20	4
ST-0015		ADDIEBELLE	ST	LANCASTER	W PINECREST DR (TX43)	959	20	4
ST-0019		AIRLINE	DR	POND DR	PACIFIC DR	622	20	4
ST-0020		AIRPORT	RD	WARREN DR	HWY 31	3937	28	4
ST-0028		ALBERT	ST	E HOUSTON ST	E TRAVIS ST	1205	20	4
ST-0030		ALEXANDER	ST	SANFORD ST	WOOD ST	410	20	4
ST-0031		ALEXANDER	ST	WOOD ST	S ALLEN BLVD	1743	20	4
ST-0038	N	ALLEN	BLVD	WOODWORTH ST	HERBERT ST	285	20	4
ST-0039	N	ALLEN	BLVD	HERBERT ST	GRAND AVE (US80)	293	24	4
ST-0040	N	ALLEN	BLVD	GRAND AVE (HWY80)	W RUSK ST	735	40	4
ST-0042		ALPINE	DR	E END BLVD (HWY59)	S GARRETT ST	1270	24	4
ST-0043		ALVIN	ST	S CARTER ST	SANFORD ST	1430	24	4
ST-0044		ALVIN	ST	END	S CARTER ST	349	24	4
ST-0045		AMBASSADOR	BLVD	MOLLY MAE DR	COUNTRY CLUB DR	658	34	4
ST-0046		AMBASSADOR	BLVD	COUNTRY CLUB DR	WARREN DR	576	34	4
ST-0047		AMBASSADOR	BLVD	WARREN DR	MEMORIAL DR	1153	34	4
ST-0050		ANN	DR	HUGHES ST	S WASHINGTON AVE	1033	30	4
ST-0062	E	AUSTIN	ST	DOWNER ST	FAIRFIELD ST	426	24	4
ST-0077		BARNES	ST	HOLCOMB ST	WOOD ST	279	20	4
ST-0081		BAYS	RD	S GARRETT ST	S WASHINGTON AVE	1417	20	4
ST-0082		BEACHAM	ST	UNIVERSITY AVE	PEMBERTON ST	501	20	4
ST-0092		BELLE	CT	LELAND ST	END	173	28	4
ST-0137		BOSTICK	DR	INDIAN SPRINGS DR	MAE DR	960	20	4
ST-0149		BRASSELL	DR	MURPHEY DR	S WASHINGTON AVE	1236	36	4
ST-0153		BRIMM	ST	POCONO ST	FAIRVIEW ST	740	28	4
ST-0154		BRIMM	ST	FAIRVIEW ST	BENITA DR	391	28	4
ST-0155		BRIMM	ST	BENITA DR	MURPHEY DR	866	28	4
ST-0173	E	BURLESON	ST	END	DAVIS ST	2565	40	4
ST-0174	E	BURLESON	ST	DAVIS ST	N ALAMO BLVD	686	40	4
ST-0175	E	BURLESON	ST	N ALAMO BLVD	N WASHINGTON AVE	1255	40	4
ST-0176	W	BURLESON	ST	N GROVE ST	N BISHOP ST	1896	40	4
ST-0214		CENTER	ST	N FRANKLIN ST	GEORGE GREGG ST	737	20	4
ST-0217		CHARLOTTE	ST	FRANK ST	FAIR ST	544	22	4
ST-0223		COBB	ST	END	YANEY ST	640	24	4
ST-0224		COFFEE	ST	SHAW ST	RALPH ST	230	18	4
ST-0237	S	COLUMBUS	ST	HENLEY PERRY DR	SHIRLEY ST	324	20	4
ST-0243		CORTI	ST	GEHLAN ST	MARSHALL ST	829	20	4
ST-0257	E	CROCKETT	ST	LON ST	S WASHINGTON AVE	1985	30	4
ST-0262		CULPEPPER	ST	END	ADAMS ST	685	24	4
ST-0268		DAVIDGE	DR	GARDEN OAKS DR	KINGS RD	871	28	4
ST-0273		DEAN	DR	LAVERNA DR	SHERRY DR	1060	34	4
ST-0274		DECATUR	ST	IRVING PL	ESPLANADE AVE	248	24	4
ST-0275		DECATUR	ST	ESPLANADE AVE	GEORGE GREGG ST	650	24	4

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0283		DENISE	DR	DOGWOOD LN	DUNCAN RD	1348	24	4
ST-0289		DIXIE	CT	LELAND ST	END	226	30	4
ST-0296		DOROTHY	CT	END	KAREN LN	395	30	4
ST-0304		DUNCAN	RD	PINEY LOOP	DENISE DR	1704	24	4
ST-0317		ELM	ST	S GROVE ST	S CARTER ST	719	24	4
ST-0318		ELM	ST	S CARTER ST	SANFORD ST	1607	24	4
ST-0320		ELMORE	ST	ELYSIAN FIELDS AVE	FRY ST	806	24	4
ST-0362		FAIRVIEW	ST	END	S GARRETT ST	1289	20	4
ST-0363		FAIRVIEW	ST	S GARRETT ST	LAVERNA DR	942	20	4
ST-0364		FAIRVIEW	ST	LAVERNA DR	S WASHINGTON AVE	829	20	4
ST-0366	E	FANNIN	ST	E END BLVD (US59)	S WASHINGTON AVE	5338	36	4
ST-0368		FARMER	ST	FAIRVIEW ST	BENITA DR	393	20	4
ST-0371		FERNBROOK	TERR	END	WARREN DR	488	30	4
ST-0373		FIELD	ST	SANFORD ST	HUGH ST	848	20	4
ST-0377		FIR	TRL	DENISE DR	DOGWOOD LN	1181	24	4
ST-0386		FLEETWOOD	DR	AMBASSADOR BLVD	WARREN DR	528	28	4
ST-0411	S	FRANKLIN	ST	W BOWIE ST	W FANNIN ST	302	34	4
ST-0454		GEORGE	ST	COOK ST	KAHN ST	535	20	4
ST-0492		HANKS	ST	SEDBERRY ST	ROBERTSON ST	406	20	4
ST-0516		HENLEY PERRY	DR	END	S WASHINGTON AVE	1702	28	4
ST-0521		HERBERT	ST	EVANS ST	CAIN ST	617	24	4
ST-0522		HERBERT	ST	CAIN ST	HIGHBRIDGE ST	616	24	4
ST-0538		HILLCREST	TER	END	S WASHINGTON AVE	520	28	4
ST-0539		HOLCOMB	ST	W HOUSTON ST	BARNES ST	918	24	4
ST-0544		HOLLINS	ST	WARD ST	SOUTHSIDE DR	638	24	4
ST-0555	E	HOUSTON	ST	DUREL ST	N GARRETT ST	1375	30	4
ST-0559	W	HOUSTON	ST	N FULTON ST	ADKINS ST	1285	40	4
ST-0560	W	HOUSTON	ST	ADKINS ST	ROSBOROUGH ST	263	40	4
ST-0561	W	HOUSTON	ST	ROSBOROUGH ST	BIRD ST	289	40	4
ST-0562	W	HOUSTON	ST	BIRD ST	SANFORD ST	845	40	4
ST-0563	W	HOUSTON	ST	SANFORD ST	N ALLEN ST	2203	40	4
ST-0568		HUBBARD	ST	UNIVERSITY AVE	PEMBERTON ST	505	28	4
ST-0572		HUGH	ST	ALEXANDER ST	SOUTH ST	620	24	4
ST-0573		HUGH	ST	SOUTH ST	UNIVERSITY AVE	645	24	4
ST-0574		HUGH	ST	UNIVERSITY AVE	PEMBERTON ST	496	28	4
ST-0632		KAREN	LN	S WASHINGTON AVE	END	795	24	4
ST-0647		LAKE	ST	GEORGIA ST	SL390	2997	20	4
ST-0648		LAKE	ST	IDA ST	GEORGIA ST	2449	22	4
ST-0657		LANE	ST	IDA ST	MAY ST	277	24	4
ST-0664		LAUREL	LN	PINE COVE ST	ACADIA ST	349	32	4
ST-0665		LAVERNA	DR	E MARTINDALE DR	SHERRY DR	313	20	4
ST-0672		LEVIN	ST	SHAW ST	RALPH ST	241	20	4
ST-0749		MEDILL	ST	CARTERS FERRY RD	BILLUPS ST	348	20	4
ST-0821		PACIFIC	DR	AIRLINE DR	LARRY DR	381	24	4
ST-0828		PALM	PL	BERGSTROM PL	END	568	30	4
ST-0838		PAUL	ALLEY	W HOUSTON ST	BRYAN ST	449	24	4
ST-0849		PINE BURR	CIR	PINE BURR CIR	PINE BURR CIR	2021	34	4

Undersized Watermain Table

GIS_ID	St_Prefix	ST_Name	St_Suffix	ST_From	ST_To	Length	Width	WMDiameter
ST-0851		PINE COVE	ST	LYNOAK ST	LAUREL LN	493	28	4
ST-0861		POCONO	ST	BENITA DR	S GARRETT ST	1607	24	4
ST-0863		POND	DR	END	LARRY DR	498	24	4
ST-0865		POPLAR	ST	SL390	FERN LAKE CUTOFF	3664	24	4
ST-0890		RANDOLPH	ST	END	AVE C	646	24	4
ST-0891		RANDOLPH	ST	AVE C	VAN ZANDT AVE	1000	24	4
ST-0932	E	RUSK	ST	DAVIS ST	N ALAMO BLVD	684	24	4
ST-0991		STARR	CIR	S GROVE ST	ELM ST	380	24	4
ST-1007		TAFT	ST	S MARION ST	PAUL ALLEY	427	28	4
ST-1010		TAYLOR	ST	MILAM ST	NYN SON SPRINGS RD	761	20	4
ST-1011	E	TEDDY	ST	ADAMS ST	LOWER PORT CADDO RD	1119	20	4
ST-1058		WALNUT	ST	N FRANKLIN ST	GEORGE GREGG ST	847	20	4
ST-1060		WANDA	CT	END	HULANE ST	173	20	4
ST-1072		WARREN	DR	WILDWOOD TERR	AIRPORT RD	5145	40	4
ST-1088	S	WASHINGTON	AVE	NATHAN ST	HOLLIS TAYLOR ST	208	30	4
ST-1089	S	WASHINGTON	AVE	HOLLIS TAYLOR ST	E MEREDITH ST	541	30	4
ST-1124		WILLIAMS	RD	KARNACK HWY (TX43)	SHILOH ST	712	20	4
ST-1144		WOOD	ST	W HOUSTON ST	SPRING ST	1241	24	4
ST-1154		WOODWORTH	ST	PARKER ST	END	360	20	4
ST-1168	W	BURLESON	ST	N WASHINGTON AVE	N GROVE ST	1234	40	4
ST-1170		SHERMAN	DR	JEFF DAVIS ST	REBEL LN	1159	36	4
					4" Total Length:	109022		



TO: City Council
DATE: May 22, 2025
ITEM #: 10.A
SUBJECT: An executive session pursuant to Texas Govt. Code Section 551.071 to consult with the City Attorney to seek advice on pending or contemplated litigation and on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Lawsuit filed by Garnett Johnson against the City of Marshall.

Recommendation for Action:

Executive Summary:

Focus Area(s): This item aligns with the following council adopted focus area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: May 22, 2025
ITEM #: 10.B
SUBJECT: An executive session pursuant to Texas Govt. Code Section 551.071 to consult with the City Attorney to seek advice on pending or contemplated litigation and on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter: Settlement agreement with Alan Ritchey, Inc.

Recommendation for Action:

Executive Summary:

Focus Area(s): This item aligns with the following council adopted focus area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: May 22, 2025
ITEM #: 11.A
SUBJECT: Consider action regarding discussion from the executive session item regarding a settlement agreement with Alan Ritchey, Inc.

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None