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
Scott Rectenwald, City Attorney
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

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. (Counilwoman 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.

APPROVED:

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

ATTEST:

____
City Secretary