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

June 12, 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 06:01 PM.

PRESENT:

Mayor and Council Members:
Mayor Amy Ware
Councilmember Leo Morris
Councilmember Reba Godfrey
Councilmember Amanda Abraham
Councilmember Risa Jordan-Anderson

ABSENT: Councilmember Dathaniel Campbell
Councilmember Micah Fenton **Motion to Excuse: Councilmember Jordan-Anderson Second: Councilmember Godfrey Vote: 5:0**

ADMINISTRATIVE STAFF PRESENT:
Cliff Carruth, Police Chief
Scott Rectenwald, City Attorney
Eric Powell, Public Works Director
Christol Hall, HR/Civil Service Director
Kristina Hamilton, Interim Finance Director
Randy Pritchard, Support Services Director
Nikki Smith, City Secretary/Payroll Accountant
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. Presentation of the Employee of the Month - June. (Employee Engagement Committee) Demond Williams, Employee Engagement Committee, presented the Employee of the Month for June 2025, Todd Mooney, Public Works Department. The sponsor of the month is McFly Pressure Washing. Todd Mooney thanked the voters, the council and staff for this recognition.

B. Presentation of the Employee of the 2nd Quarter 2025. (Employee Engagement Committee)

Kristina Hamilton, Employee Engagement Committee, presented the Employee of the 2nd Quarter 2025, Len Ames, Police Department. The sponsor of the quarter is Patterson Chrysler Dodge Jeep Ram of Marshall. Len Ames thanked the council and staff for this recognition, stating it was bittersweet as he is preparing to depart from the city he loves.

4. Citizen Comments

Texas Government Code, Sec. 551.007 requires that a governmental body must allow each member of the public who desires to address the body regarding an item on the agenda the opportunity to do so before or during the body's consideration of the item. The “Citizens Comments” portion of the meeting meets the requirements of this law and is the public’s opportunity to speak on any item on the agenda. Those who wish to speak are requested to fill out a public comment form and will have three (3) minutes to speak unless additional time has been requested.

There were no citizen comments.

5. Items to be Withdrawn From Consent Agenda

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 Morris made a motion to approve the Consent Agenda. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

A. Consider approval of the minutes from the May 22, 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. Public Hearing & Ordinance

A. **O-25-14** Consider approval of an ordinance regarding a rezone request (**P&Z Item Z-25-02)** - 3801 Karnack Hwy. (Public Works)

Eric Powell, Public Works Director, stated this item is requesting a rezone at 3801 Karnack Highway. The Planning and Zoning Commission (P&Z) met on May 19, 2025, and approved the request by a vote of 5:0. The property is currently zoned as Agriculture and Estate (A-E) and is being requested to be rezoned to Residential (R1). Eric Powell provided the standard report given to the P&Z, photos of the property, as well as the minutes of the P&Z meeting. The water hookup is available on the property, but sewer hookups will have to be worked out. There are fire hydrants in the area. Eric Powell also stated nine letters were sent out to surrounding residents, with no responses received.

Mayor Ware opened the Public Hearing.

No one came forward to speak.

Mayor Ware closed the Public Hearing.

Councilmember Abraham made a motion to approve an ordinance regarding a rezone request for 3801 Karnack Hwy. Councilmember Morris seconded the motion, which passed by a vote of 5:0.

9. Action Items for City Council Consideration

A. Consider the approval of a renewal for FY2025 for the annual Street Improvement Program - Rayford Truck & Tractor. (Public Works)

Eric Powell stated this was the first of the five-year renewals of the Street Improvement Program contract. The contract allows for a 4% increase or to match the DFW CPI, whichever is lower. Eric Powell sent a letter to Bud McKracken and received the proposal back. All prices were within the 4% price increase, at a total cost of $1.33 million. This amount establishes the unit pricing which is used to create the street list.

Councilmember Morris asked to clarify that this item is just the contract with Rayford Truck & Tractor, which was confirmed that it is just the contract with them to establish the unit pricing, not a list of streets.

Councilmember Jordan-Anderson asked if this contract entails the materials used. Eric Powell stated it does, it includes items such as asphalt, manhole covers, striping, etc. The base quantity is established, and the company will install and insure.

The other types of materials used and what grade was discussed. The Madden Plant provides the standard mix used for cities, which is about a mid-level mix. This is just for streets, not potholes. Eric Powell stated potholes are done in house.

Councilmember Godfrey made a motion to approve the renewal for FY2025 for the annual Street Improvement Program - Rayford Truck & Tractor. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

B. 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, stated this item was discussed at a few meetings prior to this one and AT&T is asking for a response.

Councilmember Abraham verified the price was being reduced by only $100 per month, which Scott Rectenwald stated is only decreasing by $75 per month; the amount received goes from $2,000 per month to $1,925 per month and there would be a five-year escalator.

Councilmember Jordan-Anderson made a motion to approve the modification requested by AT&T on the AT&T cell site lease located at 3219 Karnack Highway. Councilmember Morris seconded the motion, which passed by a vote of 5:0.

C. Consider approval of consultant agreement to develop a strategic plan for Marshall Economic Development at a cost not to exceed $98,470. (Marshall EDC)

Dr. Felicia Herndon, Marshall EDC, asked for approval of the agreement with Boyette Strategic Advisors. Dr. Felicia Herndon provided background on the selection process, stating proposals were issued in March, of which four were received and reviewed by the committee. This plan established a roadmap for development over the next five years and gets the EDC closer to accreditation.

Marshall EDC has approved this agreement and feels this company will help ensure development is forward-looking.

Councilmember Abraham asked if this plan was for the City or Marshall EDC, which Dr. Felicia Herndon stated it was for the EDC, but they would ensure their goals are aligned with the City.

Mayor Ware asked about stakeholder engagement.

Alex Agnor, Assistant City Manager, stated the FY25 supplement budget addressed a citywide strategic plan but, with the changeover in administration, efforts have slowed. Efforts will be made not to duplicate what the EDC is doing.

Dr. Felicia Herndon stated the core things the consultant is known for are stakeholder engagement, they bring on partners, and they need to know what the community wants.

Councilmember Abraham asked if the City could use the plan too.

Councilmember Jordan-Anderson asked if the City and MEDCO have met to make sure efforts are not being duplicated.

Dr. Felicia Herndon stated that during the planning process the City will have an opportunity to find out what is going on.

Councilmember Abraham stated she would like the city to have a representative present.

Alex Agnor stated the City's strategic plan will go beyond Economic Development and the money set aside for economic development can be removed.

Dr. Felicia Herndon stated the goal is to identify what the city is doing and work to develop a plan to address challenges, improve areas, and allow for long-term growth.

Councilmember Godfrey made a motion to approve a consultant agreement to develop a strategic plan for Marshall Economic Development at a cost not to exceed $98,470. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

D. Consider approval of a contract for Grant Management Services for Traylor & Associates (HMGP Generator Project $126,215.30). (Public Works)

Eric Powell asked for approval of a contract for Grant Management Services with Traylor & Associates to assist the city with the management of grants. This company will submit paperwork and process quarterly reporting. This contract is paid by FEMA outside the grant and has no bearing on the original $2.3 million and is not paid out of the operating budget.

Councilmember Godfrey made a motion to approve a contract for Grant Management Services for Traylor & Associates (HMGP Generator Project $126,215.30). Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

E. Consider approval of Engagement with Foster & Foster for Actuarial Services. (Finance)

Kristin Hamilton, Interim Finance Director, stated this item is a collaborative effort between the City and the Fire Fighter Relief and Retirement Board (FFR&R). Kristina Hamilton provided background information regarding this item and stated the amortization period should be 30 years, the City is at 72 years. The deadline to submit the Fund Soundness Restoration plan is September 1, 2025. Kristina Hamilton asked for approval to bring on a secondary actuary to assist the City and the FFR&R to bring scenarios to bring the plan to the required amortization period, long-term sustainability and legal compliance.

Councilmember Jordan-Anderson asked what the cost would be, which was stated it would vary. The base cost would be $23,000, with additional fees for various scenarios. The anticipated cost is $25,000 to establish a few scaenrios and to remain below $50,000. It is understood if the price exceeds $50,000, the item will be brought back to the council for approval.

Councilmember Godfrey made a motion to approve the engagement with Foster & Foster for Actuarial Services. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

10. Adjournment

Councilmember Godfrey made a motion to adjourn. Councilmember Abraham seconded the motion, which passed by a vote of 5:0.

APPROVED:

Amanda A. Abraham
Mayor Pro-Tem of the City Council
of the City of Marshall, Texas

ATTEST:

N. Smith
City Secretary