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 26, 2025
6:00 PM

1. Call to Order and Roll Call

Mayor Pro-Tem Amanda Abraham called the Regular meeting to order in the Council Chambers, City Hall at 6:01 PM.

PRESENT:

Mayor and Council Members:
Councilmember Leo Morris
Councilmember Reba Godfrey
Councilmember Amanda Abraham
Councilmember Micah Fenton
Councilmember Dathaniel Campbell
Councilmember Risa Jordan-Anderson

ABSENT: Mayor Amy Ware **Motion to Excuse: Councilmember Godfrey Second: Councilmember Jordan-Anderson Vote: 6:0**

ADMINISTRATIVE STAFF PRESENT:
David Rainwater, Fire Chief
Scott Rectenwald, City Attorney
Eric Powell, Public Works Director
Jeff Boyd, Assistant Police Chief
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

Councilmember Dathaniel Campbell

3. Presentations & Proclamations

A. Recognition of the June Yard of the Month winners.
Alex Agnor, Assistant City Manager/EDSI Director, recognized the June 2025 Yard of the Month recipients; residential property Judy Jordan, who resides on Harper Drive, and the commercial property Treasures at the Corner, located at 607 Pinecrest Drive.

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 **Items to be Withdrawn From Consent Agenda**

There were no items withdrawn from the Consent Agenda.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 Godfrey made a motion to approve the Consent Agenda. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.

A. Consider approval of the minutes from the June 12, 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. **Action Items for City Council Consideration**

A. Consider approval of a task order with KSA for the Downtown Traffic Study ($19,000). (Public Works)

Eric Powell, Public Works Director, asked for approval of a task order with KSA Engineers to perform a downtown traffic study on North Washington from the 400 block at the intersection of Highway 80 to the 100 block at the courthouse square. This is part of the idea to see if the street can be changed to a one-way street. Eric Powell explained what the study would be monitoring, and that public input would be sought. It is anticipated to have all the information compiled by late fall, at which time it will be brought to the council for discussion and consideration. The request for the task order is to enable the city to be placed on KSA's schedule.

Councilmember Jordan-Anderson stated this is well overdue because of the safety issue downtown.

Councilmember Godfrey asked if it would be a one or two-lane street, which is what the study will help determine, as well as the direction of traffic flow with the parking spaces included.

Councilmember Godfrey made a motion to approve a task order with KSA for the Downtown Traffic Study at a cost of $19,000. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

B. Consider approval of a three-year lease for a new CASE 580SN Backhoe for the Street Division of Public Works ($57,436). (Public Works)

Eric Powell asked for approval of a three-year lease for a new CASE 580SN backhoe, stating the lease had expired on the previous one which was collected in February. Eric Powell highlighted the key features and proposed uses for the backhoe.

Councilmember Godfrey asked how much it would cost to purchase a new backhoe, which was said to be approximately $200,000.

Mayor Pro-Tem Abraham asked about the frequency of use of this equipment.

Councilmember Godfrey asked if the equipment could be used to assist with cleanup efforts regarding illegal dumping.

Eric Powell stated the backhoe is very versatile and will be able to assist with cleanup efforts and other things.

Councilmember Morris made a motion to approve Consider approval of a three-year lease for a new CASE 580SN Backhoe for the Street Division of Public Works at a cost of $57,436. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

C. Consider approval of the purchase of a new CASE TV370B Compact Track Loader with brush attachment utilizing Buy Board Contract #685-22 ($105,355). (Public Works)

Eric Powell asked for the approval to purchase a new CASE TV370B Compact Track Loader through a buy board co-op. Eric Powell explained the reason for purchasing this piece of equipment is that it is not used every day of the week. This piece of equipment includes a mulching attachment to assist with maintaining right-of-ways, and a fork-lift attachment for moving pallets. There are other attachments, but they are not being purchased at this time.

Councilmember Jordan-Anderson asked about the contract, but there is no contract since it is with a buy board. The contract number listed on the agenda item is a reference to the purchase agreement. Since the purchase is being made through a buy board, no contract is needed.

Councilmember Godfrey made a motion to approve the purchase of a new CASE TV370B Compact Track Loader with brush attachment utilizing Buy Board Contract #685-22 at a cost of $105,355. Councilmember Abraham seconded the motion, which passed by a vote of 6:0.

D. Consider approval of the PY 2025 - 2029 CDBG Consolidated Plan & Annual Action Plan with Budget Recommendations (CDBG Coordinator & Consultant). (EDSI)

Tami Henderson, Community Development Block Grant Coordinator, provided background information regarding the establishment of the Community Development Block Grant (CDBG) Program and presented the Program Year (PY) 2025 Consolidated Plan and Annual Action Plan. The Consolidated Plan identifies the needs, priorities and goals for the next five years and the Annual Action Plan details the activities and budget for the upcoming year. PY25 has been granted $304,234 in funding with the breakdown suggested being: Public Safety 15%, Administration 20% and the remainder of the funding to housing and public facility improvements. The recommended amounts are:

Public Services: $45,635

Boys & Girls Club	$11,250
Communities in Schools	$5,000
Marshall-Harrison County Literacy Council	$2,500
Mission Marshall: Food Pantry	$18,000
Homeless Assistance	$8,885

Housing & Facility Improvements: $150,900

Northeast Texas Habitat of Humanity	$73,753
George Washington Carver Community Center	$124,000
Twelveway Foundation	$26,900 (carry over funds)

Administration: $60,846

Contracted consulting with 30+ year CDBG specialist
Office supplies, public hearing notices, portion of staff salary

Tami Henderson asked for approval of CDBG expenditures in the amount of $331,134 for activities to be funded using CDBG PY2025 allocations and unexpended funds from prior years.

Mayor Pro-Tem Abraham asked about the application process and how to go about applying for funding.

Tami Henderson explained the application process, stating an applicant must be a 501C3, and they can attend a workshop given to provide information on filling out and submitting the application.

Mayor Pro-Tem Abraham verified that applicants can get assistance and ask questions before submitting the application, but once it is submitted no more guidance is provided. There is a committee that reviews the applications, the Community Development Advisory Committee (CDAC), which is composed of seven members. It was also stated that if attendance of the workshop is not feasible, the applicant can call to get assistance before the deadline.

It was noted that money from CDBG should be viewed as "last resort" funding and that if a project doesn't meet the requirements and the City has awarded money for a project, the City will have to pay back the money to the CDBG program.

Councilmember Godfrey asked if it was too late to redistribute the money awarded.

There was discussion about whether a 30-day notice would be required if a redistribution was done.

Peg Purser, CDBG Consultant, stated the amounts could be adjusted a little, but a project can't be eliminated, or a new one created.

Councilmember Godfrey provided an example of moving $5,000 from Mission Marshall to Homeless Assistance, which it was stated could be done, but efforts would need to be made to ensure all funds were used.

Mayor Pro-Tem Abraham asked what would happen if all funds were not used by the deadline? If the funds are not used by the deadline of April 2nd, the City could lose funding in the future.

Councilmember Campbell asked how the program defines the homeless, who were said to be individuals who have nowhere to go; not in a shelter, or an abandoned building. Councilmember Campbell asked if a victim of a house fire could qualify for funding under the definition of homeless, and they could, but that was not stipulated in this plan. This plan includes items such as blankets for the winter, backpacks, shoes, food, etc.

Tami Henderson stated the backpack program has been very well-received. The backpacks contain food, hats, gloves, socks, etc.

Alex Agnor stated PY24 had homeless assistance included in it and PY25 increased those funds, which can be used to reimburse other agencies for their work with assisting homeless individuals.

Councilmember Godfrey asked about the bigger picture of housing, which no one applied for in the PY25 program.

Councilmember Abraham made a motion to approve the PY 2025–2029 CDBG Consolidated Plan & Annual Action Plan with Budget Recommendations. Councilmember Fenton seconded the motion, which passed with the following vote:

Ayes: 4, Mayor Pro-Tem Abraham, Councilmembers Fenton, Godfrey and Campbell
Noes: 2, Councilmembers Jordan-Anderson and Morris

E. Consider approval of an expenditure not to exceed $250,000 of Marshall Economic Development (MED) funding for civil engineering site planning services to develop MED property at FM 31 & I-20 along Brown Rd. (Marshall EDC)

Rush Harris, Marshall Economic Development (MED) Director, asked for approval of an expenditure not to exceed $250,000 for civil engineering site planning services to develop property MED owns on Brown Road, address flood plain issues, and conduct a hydraulic study. The cost breakdown provided for an engineering estimate of $75,000, a conceptual master plan of $60,000, and the remainder to third parties for marketing and various expenses.

Councilmember Godfrey made a motion to approve an expenditure not to exceed $250,000 of Marshall Economic Development (MED) funding for civil engineering site planning services to develop MED property at FM 31 & I-20 along Brown Rd. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

F. Consider approval of an expenditure not to exceed $130,000 of Marshall Economic Development (MED) funding for civil engineering site planning services to develop MED 33.9 ac property bordering Five Notch Rd and US Hwy 59. (Marshall EDC)

Rush Harris asked for approval of an expenditure not to exceed $130,000 for the purpose of consolidating property MED owns on Five Notch Road. Rush Harris explained the front acreage is valued at approximately $108,000 per acre while the back acreage is valued at approximately $13,000 per acre and combining the acreage would increase the property value.

Councilmember Godfrey made a motion to approve an expenditure not to exceed $130,000 of Marshall Economic Development (MED) funding for civil engineering site planning services to develop the MED 33.9 ac property bordering Five Notch Rd and US Hwy 59. Councilmember Morris seconded the motion, which passed by a vote of 6:0.

G. Consider authorizing the City Manager to finalize and execute contracts with Play & Park Structures and E4 Contracting, LLC for improvements at Smith Park, with the combined total contract amount not to exceed $200,000. (Asst. City Manager)

Alex Agnor stated that in June 2024, as part of the CDBG Annual Action Plan, $285,000 was identified in carry-over funding that was approved for the Phase 2 Park Improvements Project at Smith Park. The project had been stalled due to issues with contractors. We have engaged with Play & Park Structures and E4 Contracting, subcontracting with Southern Customs Services. Play & Park Structure will finish the musical patio portion of the project, swings and installation. Play & Park Structures also submitted a proposal for a 30X30 shade over the musical patio area. E4 Contracting will install a concrete pad for the musical patio area, a loop/walking trail, site prep and dirt work, relocating the swings, mulch and borders that are currently in the park, and resurfacing the basketball court.

Alex Agnor stated both companies are through a buy board or a TIPS contract and asked for approval to authorize the City Manager to finalize and execute the contracts with a combined amount not to exceed $200,000. The total is approximately $182,000 with some room for possible change orders. The restroom renovations were included in CDBG funding, but it can be looked at to complete the phases of the project by other means.

Councilmember Godgrey asked about the basketball goals, which will have two new ones installed.

Alex Agnor stated the backstop fencing will be taken down and reused. Fencing for the rest of the field is not included. The lease agreement with Wiley is for maintenance, but fencing is not part of the scope of work for Wiley or the contracts with Play & Park Structures or E4 Contracting. Lighting in the park was not included in the original plan, but if the project comes in under budget, that is an option that can be looked into. The use of CDBG funds for work at the park would have to be verified as qualifying expenditures under their requirements.

Councilmember Campbell asked if it was normal for a basketball court to be asphalt, which is what the contractor recommended, to be capped with new asphalt and be black with white striping.

Randy Pritchard, Support Services Director, stated an exterior court can be asphalt or concrete and asphalt is probably a cheaper option than concrete.

Councilmember Fenton made a motion to approve authorizing the City Manager to finalize and execute contracts with Play & Park Structures and E4 Contracting, LLC for improvements at Smith Park, with the combined total contract amount not to exceed $200,000. Councilmember Abraham seconded the motion, which passed by a vote of 6:0.

9. Discussion and Reports for City Council Consideration and Direction

A. Review of the most recent Semi-Annual report for Marshall Economic Development (MED). (Marshall EDC)

Rush Harris stated reports are being published and sent out on a more regular basis. The events of the past few months were highlighted, including the 2024 Annual Meeting, 2025 Career Expo for job awareness, 2025 Economic Summit, WE Align (workforce and education alignment group), Strategic Plan with Boyette Strategic Advisors - "One Marshall". Rush Harris also provided an Economic Overview and spoke of the changes in the unemployment rate.

Councilmember Jordan-Anderson asked about the project updates, which include projects being actively pursued. Councilmember Jordan-Anderson also asked about the strategic plan from Dr. Felicia Herndon's presentation at the previous meeting and if the City has any staff working with MED. The City will have a representative for the plan, and it is a six-to-nine-month process.

Councilmember Jordan-Anderson asked about the process of tax money going to MED. The process was explained that the City gets the funding first and then gives the 3/8ths of one cent to MED that is allocated to them.

Alex Agnor provided information regarding the breakdown of the 2% sales tax the City receives.

Councilmember Campbell asked about the decrease in employment and if the arts, entertainment and recreation areas are anticipated to be expanding, which is the hope since they follow the money. Councilmember Campbell asked for a report on the number of businesses that have opened and closed in the City.

10. Executive Session

Councilmember Campbell made a motion to convene in Executive Session. Councilmember Fenton seconded the motion, which passed by a vote of 6:0. The time was 7:22 PM.

A. An executive session pursuant to Section 551.087 of the Texas Government Code (Deliberation Regarding Economic Development Negotiations) (1) to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect that the City Council seeks to have locate, stay, or expand in or near the territory of the City and with which the City Council is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described above; concerning Project Chalk.
Councilmember Godfrey made a motion to reconvene from the Executive Session. Councilmember Fenton seconded the motion, which passed by a vote of 6:0. The time was 7:33 PM.

The meeting was called back into session at 7:36 PM.

11. Action Item Following Executive Session

A. Consider approval of a future expenditure of not to exceed $275,000 as an incentive for Project Chalk. (Marshall EDC)
Councilmember Godfrey made a motion to approve a future expenditure of not to exceed $275,000 as an incentive for Project Chalk. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.

12. Adjournment

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

APPROVED:

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

ATTEST:

N. Smith
____
City Secretary