

**2nd Floor Conference
Room, 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
August 28, 2025
4:45 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Regular meeting to order in the Council Chambers, City Hall at 4:48 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:

Melissa Vossmer, City Manager
Christol Hall, HR/Civil Service Director
Julie Richards, Interim Budget Manager
Randy Pritchard, Support Services Director
Cheryl Carpenter, Community Engagement
Reggie Cooper, Planning & Development Director
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. Director
Nikki Smith, City Secretary
David Rainwater, Fire Chief

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 Report for City Council Consideration and Direction

- A. Report on the Fire Fighter's Pension Fund August 26, 2025, meeting.
Melissa Vossmer stated the Fire Fighters' Relief and Retirement (FFR&R) board met on Tuesday, August 26, 2025. Information from the board was given to the actuarial and more information will be provided in the coming weeks. Melissa Vossmer stated she would place an item on a future council meeting agenda.
- B. Restaurant Inspection Policy Discussion.
Reggie Cooper, Planning & Development Director, provided information regarding the health inspection process for restaurants, the guidelines provided by the City Charter and Texas Food Establishment Rules (TFER) and explained that our Health Inspector, Olivia Cuenca, trained and separated from Harrison County but still inspects approximately 18–20 events, daycare centers, school cafeterias and concessions, and almost 300 restaurants in the City of Marshall.

Reggie Cooper explained the three (3) types of inspections: routine, compliance and complaint. Routine inspections are the only inspections that a grade is given for and are unannounced, compliance inspections are scheduled, and complaint inspections are unannounced. Reggie Cooper stated he reviewed the ordinances of surrounding cities and only one had a policy in place, but it was managed by a private entity, other cities charge reinspection fees and limit the number of times a reassessment is done.

Councilmember Abraham stated she is aware of the inspection process and thinks the City is following best practices as this is an important safety issue. The restaurants know inspections are going to take place.

Councilmember Campbell stated there was information provided that stated the grades could not change for six months. He asked that the department reevaluate the process for changing grades and that fees could be implemented according to HB 2156.

Reggie Cooper stated the department could look into implementing fees with consideration of the current economy and include looking at the historical inspection information of an establishment.

Councilmembers discussed the grading process, timeline, and requirements of inspections and asked how long a routine inspection takes, which is usually about three (3) hours. The current software being used issue a grade for every type of inspection, but this grade is not accurate for all types of inspections as not every box is checked for all inspections. New software is being researched to assist with the process.

4. Adjournment

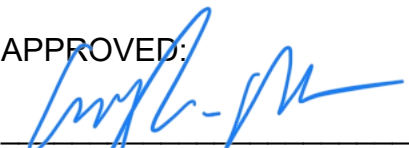
Councilmember Fenton made a motion to adjourn. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

ATTEST:



City Secretary

APPROVED:



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