

**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
SPECIAL-CALLED CITY COUNCIL MEETING**
November 20, 2025
6:00 PM

1. Call to Order and Roll Call

2. Invocation and Pledges

3. Presentations & Proclamations

- A. Proclamation declaring November 2025 as “Hospice Month” in Marshall, Texas. (Mayor Ware)
- B. Recognition of the Marshall Police Department's Citizen's Police Academy Graduates. (Police)
- C. Presentation of the Employee of the Month - November. (Employee Engagement Committee)

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 Items to be Withdrawn From Consent Agenda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 September 11, 2025, Regular Council meeting. (City Secretary)
- B. Consider approval of the minutes from the September 25, 2025, Special-Called Work Session meeting. (City Secretary)
- C. Consider approval of the minutes from the September 25, 2025, Regular Council meeting. (City Secretary)

- D. Report regarding recommendations for appointments and reappointments to the various City boards, commissions, and committees. (City Secretary)
- E. Consider approval of an Interlocal Agreement with Harrison County for Ambulance/Rescue Services. (Fire)
- F. Consider approval of an Interlocal Agreement with Harrison County for Public Library Services. (Library)
- G. Consider approval of an Interlocal Agreement with Harrison County for Animal Shelter Services. (Police)
- H. Consider approval of a resolution naming Bojorquez Law Firm, PC to provide Special Counsel services; authorizing the execution of an addendum to the terms of engagement; providing an effective date; providing for proper meeting and notice. (City Attorney)

7. Consideration of Items Withdrawn From the Consent Agenda

8. Public Hearing & Ordinance

- A. **O-25-XX** Conduct a public hearing and consider approval of an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex) (**P&Z Item ZBA-25-04**). (Development Services)

9. Ordinance

- A. Consider approval of an ordinance amending Chapter 27, Section 15.2 No Parking to address access for emergency vehicles due to large parties/disturbances. (Police)

10. Resolution

- A. Consider approval of a resolution denying the application to increase rates filed by Southwestern Electric Power Company on about October 14, 2025; requiring the reimbursement of municipal rate case expenses; authorizing participation in the coalition of similarly situated cities; authorizing intervention and participation in related rate proceedings; authorizing the retention of special counsel; finding that the meeting complies with the open meetings act; making other findings and provisions related to the subject; and declaring an effective date. (City Attorney)
- B. Consider approval of a Resolution to cast votes for the Harrison Central Appraisal District Board of Directors. (City Manager)
- C. Approve Resolution TWDB-201A, a Resolution for Application Filing and Identification of Authorized Representative; Approve Execution by the Mayor of the TWDB0171 Flood Management Evaluation Affidavit and TWDB0201 Application Affidavit; and
 - 2. Approve Resolution TWDB0201B, a Resolution Requesting Financial Participation from the TWDB, authorizing the filing of an application for financial participation, and making certain findings in connection therewith. (Record vote) (City Manager)

11. Action Items for City Council Consideration

- A. Consider the approval of the FY 2025 and FY 2026 Hotel Occupancy Tax (HOT) Fund Grant Application recommendations from the Visit Marshall Board. (Tourism & Main Street)

- B. Consider approval of the Southside WWTP - Excess Flow Pump Installation Project Acceptance and Release of Contractor's Retainage \$18,712.50. (Public Works)
- C. Consider approval of an emergency procurement to replace the Water Treatment Plant's High Service Pump Station Generator Double Wall Fuel Tank \$50,916.96. (Public Works)
- D. Authorize the purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for a total cost not to exceed \$825,000.00. (Fire)

12. Discussion and Reports for City Council Consideration and Direction

- A. Discussion and Direction to the City Manager on Scheduling a FY27 Budget Strategic Planning Session. (City Manager)

13. Executive Session

- A. An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.
- B. An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Review applications and interview candidates for the position of Municipal Judge and Associate Judge.
- C. 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 2400, Project Lyfi, and Project Paramount.

14. Action Item Following Executive Session

- A. Consider action regarding discussion from the executive session.
- B. Consider action regarding discussion from the executive session.

15. Adjournment

Posted: November 14, 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: November 20, 2025
ITEM #: 3.A
SUBJECT: Proclamation declaring November 2025 as "Hospice Month" in Marshall, Texas. (Mayor Ware)

Recommendation for Action: Presentation of proclamation to Heartsway Hospice of Northeast Texas

Executive Summary: Bobbie Hilton with Heartsway Hospice of Northeast Texas reached out to staff requesting a proclamation declaring November 2025 as "Hospice Month" in Marshall, Texas.

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

Budget Cost: NA

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. Hospice Month 2025

PROCLAMATION



HOSPICE MONTH NOVEMBER 2025

WHEREAS, Americans demonstrate the great compassion of our country by caring for those in need and we recognize hospice caregivers for their dedication to provide comfort and peace to individuals facing a life-limiting illness or injury; and

WHEREAS, hospice physicians, nurses, social workers, chaplains and home health aides provide expert medical care, quality symptom management in an effort to control pain and minimize other symptoms, to bring relief to those who are terminally ill and show them the utmost respect; and

WHEREAS, hospice care enables many of our citizens to spend their final days in comfort and dignity surrounded by loved ones in the patient's home or in a free-standing hospice center, hospital, nursing home and other long-term care facility; and

WHEREAS, the philosophy of hospice care focuses on caring, not curing and ensuring a coordinated, person-centered approach to care, protecting patient choice and access to individualized services based on a patient's unique care needs and wishes; and

WHEREAS, hospice services are available to patients of any age, race, religion, sexual orientation or illness, and to those patients who are without medical insurance; and

WHEREAS, in addition to helping patients, hospice provides support, respite and bereavement services to patients' families and loved ones; and

WHEREAS, our city is grateful for the tireless efforts of hospice professionals and volunteers, and the kindness of hospice caregivers and their devotion to making our country a more loving and caring place.

NOW, THEREFORE, I, Amy Ware, Mayor of the City of Marshall, do hereby proclaim November, 2025, City of Marshall Hospice Month to recognize our health care professionals and volunteers for their contributions to provide comfort and care to those facing terminal illness, to encourage citizens to increase their understanding and awareness of hospice care, to discuss their healthcare wishes with their families, and to observe this month with appropriate activities and programs.

Amy Ware, Mayor
Marshall City Council





TO: City Council
DATE: November 20, 2025
ITEM #: 3.B
SUBJECT: Recognition of the Marshall Police Department's
Citizen's Police Academy Graduates. (Police)

Recommendation for Action: N/A

Executive Summary: Recognition of the graduates of the 2025 Marshall Police Department's Citizen's Police Academy.

Focus Area(s): This item aligns with the following council adopted focus area(s):
Supportive and Engaged Community
Safe Community

Budget Cost: N/A

Staff Contact: Cliff Carruth, Chief of Police

Attachments: None



TO: City Council
DATE: November 20, 2025
ITEM #: 3.C
SUBJECT: Presentation of the Employee of the Month -
November. (Employee Engagement Committee)

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: November 20, 2025
ITEM #: 6.A
SUBJECT: Consider approval of the minutes from the
September 11, 2025, Regular Council meeting.
(City Secretary)

Recommendation for Action: Motion to approve the minutes from the September 11, 2025, Regular Council meeting.

Executive Summary: Minutes from the September 11, 2025, Regular Council meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 9-11-25 minutes

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MINUTES
PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING
September 11, 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 06:09 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:Deck Shaver, Interim Public Works Director

Melissa Vossmer, City Manager	Cliff Carruth, Police Chief
Scott Rectenwald, City Attorney	Nikki Smith, City Secretary
Christol Hall, HR/Civil Service Director	
Julie Richards, Interim Budget Manager	
Randy Pritchard, Support Services Director	
Deck Shaver, Interim Public Works Director	
Cheryl Carpenter, Community Engagement	
Rebecca Roseberry, Interim Finance Director	
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. Moment of Silence - 9/11 Remembrance

City Council, Staff and members of the public observed a moment of silence in remembrance of the tragic events of September 11, 2001.

4. Presentations & Proclamations

- A. Presentation of the Employee of the Month - September. (Employee Engagement Committee)

Anthony Lee, Employee Engagement Committee, presented the Employee of the Month for September 2025, Glendell Williams, Jr., Parks and Recreation Department. The sponsor of the month is The Ginocchio. Glendell Williams, Jr. praised God and thanked everyone for the nominations and votes. Alan Loudermilk invited the council and public to attend the upcoming Boogie Woogie Festival.

Melissa Vossmer, City Manager, introduced Rebecca "Becky" Roseberry, the new Interim Finance Director.

5. Citizen Comments

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William Ward, 1607 University, stated his main concerns are noise control, unrestrained dogs and lack of drainage ditches versus rezoning and stated he was not in favor of the rezoning of 1801 University.

6. Items to be Withdrawn From Consent Agenda

There were no items withdrawn from the Consent Agenda.

7. 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 Fenton 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 participation in National Opioid Settlement with PURDUE PHARMA L.P. & SACKLER FAMILY. (City Attorney)

8. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

9. Public Hearing & Ordinance

- A. Conduct Public Hearing on the Proposed Budget for Fiscal Year 2026. (City Manager and Interim Budget Manager)

Julie Richards, Interim Budget Manager, stated resolution R-25-13 was approved on August 28, 2025, setting the public hearings for the 2026 budget. The budget was developed to address council's focus areas; the total operating budget is \$26,381,951.

Mayor Ware opened the public hearing.

No one came forward to speak.

Mayor Ware closed the public hearing.

Melissa Vossmer stated the draft budget book was provided today. The numbers will change based on the council's decisions. Staff will meet with councilmembers to answer questions and work on the budget.

Councilmember Jordan-Anderson stated the presentation was professional and complimented staff on a job well done.

Mayor Ware stated on September 25, 2025, following the public hearing, council will consider approval of an ordinance to adopt the tax rate of \$0.5815183 per \$100 valuation at 6:00 PM in the Jean Birmingham Council Chambers of City Hall located at 401 S. Alamo, Marshall, TX 75670.

- B. Conduct a public hearing on the proposed tax rate of \$0.5815183 per \$100 valuation in support of the 2026 Annual Budget of the City of Marshall. (Asst. City Manager)
- Alex Agnor, Assistant City Manager, stated this was the first of two public hearings. Since the proposed rate does not go above the voter approval rate, only one public hearing is required, but we will hold two to give the public more opportunities for input. Alex Agnor provided the tax rate information on various types of tax rates and the calculations of them, including the No New Revenue Tax Rate and the Voter Approval Tax Rate. The FY26 (tax year 2025) proposed tax rate is \$0.5815183. The July certified taxable value increase is approximately \$125M. Alex Agnor reminded council that this includes an \$88M estimate of pending ARB value that is considered to not be in dispute, but is pending the outcome of any hearings, protests or litigation.

Alex Agnor provided information on the property tax rate and taxable value history, the property tax rate impact, and property tax exemptions available. Council requested staff to look into the tax ceiling for the Over 65 exemption, which Lee Flowers with HCAD asked for the City to postpone looking at the implementation and research needed until after the budget and tax rate adoption is complete for the various taxing entities in Harrison County.

Mayor Ware opened the public hearing.

No one came forward to speak.

Mayor Ware closed the public hearing.

Mayor Ware asked about the ARB hearings and how close that process is to being finalized. Alex Agnor stated she would have to ask Lee Flowers with HCAD.

Alex Agnor stated the next steps are to conduct the second public hearing on September 25, 2025, and then consider approval of an ordinance to adopt the tax rate.

Mayor Ware stated the second public hearing will be conducted on the proposed tax rate of \$0.5815183 per \$100 of valuation to consider approval of an ordinance to adopt that tax rate on September 25, 2025, at 6:00 PM in the Jean Birmingham Council Chambers, City Hall at 401 S Alamo Marshall, TX 75670.

- C. **O-25-23** Conduct a public hearing and consider approval of an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex) (**P&Z Item ZBA-25-04**). (Development Services)

Alex Agnor stated this zoning request was brought before council at the August 28, 2025, meeting and a petition was received. The item was tabled to verify the petition and to reach out to the developer/applicant for the consideration of a Planned Development. On July 14, 2025, the P&Z Commission heard the request and approved it by a vote of 4:1, 42 notices were sent out, with two received for the rezoning and one received against the rezoning. A background on the location and summary of the request was provided. The P&Z looks at density, access, traffic and how it fits in with the comprehensive plan. Alex Agnor stated the speakers in opposition to the rezoning who spoke during the public hearing provided various reasons for their opposition, including the addition of more rental properties, owning versus rental, and the impact on property values. Alex Agnor reminded Council that the city doesn't have the ability to regulate rental properties versus homeownership, and only looks at occupancy and how the structure is used, not how it is paid for. Only one structure is allowed per lot.

Information was provided regarding the petitions received, with a total of 23 signatures. The signatures were verified by the City Secretary using the certified list of property owners within the 200-foot radius of 1801 University. This list contained 42 entries of which seven (7) property owners signed the petitions in opposition. The protest must be written and signed by at least 20% of the owners within the 200-foot radius. The signatures on the petitions in opposition to the rezoning comprised of a total of 18.5% of the land area. At 20%, a super majority vote of the council would be required to approve the rezoning.

A petition in support of the rezoning request was also received. The 21 signatures were not verified as it is not a requirement for petitions in support of a zoning change to be calculated as a lack of a protest in opposition is considered support. It was noted that one individual signed both petitions, but their property lies outside the 200' radius and did not affect the opposition percentage.

Mayor Ware opened the public hearing.

Sonnesha Garbutt, 1800 University spoke in opposition to the rezoning as it doesn't align with the comprehensive plan, stated sidewalks, safety and growth are needed, and spoke against high-density housing.

Deshonana Luster, 1807 University, stated she purchased her house in April 2025, and block stability keeps the neighborhood safe, rental properties don't match the quiet neighborhood, and adding high-density housing is a safety concern.

Earnest Spencer, 1000 Hugh Street, stated he didn't fill out the notice because he doesn't check his mailbox every day. Several of his neighbors wanted to attend but couldn't because of work, etc. Mr. Earnest Spencer stated he read the 2043 comprehensive plan and what it addresses, and he was informed that Wiley doesn't need additional housing and staff doesn't live or want to live close to the campus. Mr. Earnest Spencer stated eighty-two percent of the property from the Loop to Wiley is non-homeowners, and he understands the city can't regulate rental versus ownership, and asked not to build high-density housing and support the comprehensive plan.

Mayor Ware closed the public hearing.

Councilmember Abraham asked if the owner to submit a plan development, but we have not heard back from them. Councilmember Abraham doesn't agree that this request is compliant with the comprehensive plan, as the plan says we need to maintain integrity and a duplex/quad isn't keeping with integrity. Alex Agnor stated that Mark Priestner explained that a duplex/quad is considered low density.

Councilmember Godfrey stated the request does not comply with the plan. The houses should look the same given this is a historic area of single-family homes. Parking is also important, and asked how the parking would be developed. Councilmember Godfrey stated she is opposed to the rezone and there are apartments on Wood.

Mark Priestner pointed out from the staff standpoint, only density and use are looked at, which is consistent with single-family use and the city can't regulate aesthetics.

Councilmember Campbell asked if the status is the same, then why is a rezone needed? Mark Priestner stated it would allow for multiple units on a single property.

Councilmember Abraham stated that relates to aesthetics and is the way the comprehensive plan was written.

Alex Agnor stated this decision is at the Council's discretion.

Councilmember Godfrey asked about the threshold for the petition and asked if Mr. Ward could be included, which was stated not unless he signed.

Councilmember Abraham counted the property owners who reside on University and feels they should be considered when making this decision.

Councilmember Campbell stated a plan was requested from the investor, and the city creates setbacks and easements to ensure buildings are set up properly, so without the investor responding, he can't vote for the item.

Mark Priestner stated that is the purpose of a planned district, which is an option.

Councilmember Jordan-Anderson stated she came in front of the council for her own property and wanted to see a development plan but was told that Planning & Zoning had nothing to do with a development plan, therefore a development plan isn't necessary at this point.

Alex Agnor stated a planned development is not needed for straight zoning, but it is when doing a Planned Development District.

Mark Priestner stated that when looking at zoning, drainage has to be addressed regardless of location. For this request, staff is looking at density for consistency, but if the council is requesting above and beyond what is required, that is what the planned district is for.

Councilmember Jordan-Anderson said 82% of the properties are rental, per Mr. Spencer's comment, and there are apartments within the area with no issues. There are apartments in areas all around town without issues, and she feels a new structure would bring the neighborhood up to a different standard.

Mayor Ware stated the city has not verified the eighty-two percent. Councilmember Jordan-Anderson indicated she would like the eighty-two percent verified as council needs to stop looking at the past and look to the future.

Councilmember Campbell stated the council can't look at what the house will be used for.

Councilmember Jordan-Anderson stated the city needs to move forward and grow.

Councilmember Morris stated there are duplexes/quads in areas of town, and he lived in an HOA that didn't want homes to become rentals — that didn't happen and the neighborhood changed. A couple of blocks from the university there is a quadruplex that is not hidden by trees. Councilmember Morris went to see the property, and it looked like a two-way entrance. The developers want to put buildings in, and he did have problem at first, but now he thinks it will help redevelop the neighborhood.

Councilmember Godfrey said the speed limit signs are in place. The developer not responding is a red flag.

Councilmember Godfrey made a motion to deny O-25-23, an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex). Councilmember Abraham seconded the motion, which failed by the following vote:

Ayes: 2 Councilmembers Godfrey and Abraham

Noes: 4 Mayor Ware, Councilmembers Jordan-Anderson, Campbell, and Morris

Abstain: 1 Councilmember Fenton

Councilmember Campbell voted down because of the people's voice and for a chance for the developer to provide a plan.

Alex Agnor stated the options for the item are to approve, deny or table indefinitely or for a certain period of time to allow the developer to respond.

Councilmember Abraham made a motion to table indefinitely, for a certain period of time to allow the applicant to consider pursuing a planned development. Councilmember Campbell seconded the motion, which passed by

the following vote:

Councilmember Jordan-Anderson stated a plan is not required at this time.

Scott Rectenwald stated there is a motion and a second, so the vote needs to be taken.

Melissa Vossmer asked for clarification of the time for table, which was stated by Councilmember Abraham to be until the applicant can provide a planned development or respond stating they would not provide a plan.

Ayes: 5, Mayor Ware, Councilmembers Abraham, Campbell, Fenton, and Godfrey
Noes: 2, Councilmembers Jordan-Anderson and Morris

Councilmember Morris stated he thought the prior vote was to approve or deny the change. It was clarified that a motion to deny was made, but it failed. Therefore, another motion could be made.

10. Ordinance

- A. **O-25-24** Consider approval of an ordinance amending Chapter 4 of the Code of Ordinances entitled "Animals and Fowl" Subsections 4-19 and 4-22. (Police)
Cliff Carruth, Police Chief, stated this was previously brought to the council to address animals at large. Cliff Carruth went over the changes and key differences in the ordinance, including rabies vaccinations, microchipping, spay/neuter, and breeding permit.

Councilmember Godfrey asked what was meant by an intact pet, which was explained to be a pet that has not been spayed/neutered.

Cliff Carruth stated there are exemptions/exceptions, such as an exemption for medical reasons and an exception for breeding. Cliff Carruth stated #2 under "i" was for government animals, stating K9s are exempt as well as service animals. This ordinance is compiled from the best practices model.

Councilmember Abraham explained the exception is based on a state license, so if someone has a state license for breeding their animal, they won't have to get a permit from the city.

Councilmember Godfrey asked what happens if a citizen pays for a breeding permit, which was explained that they will be allowed 2 litters per year. Councilmember Godfrey asked about the rabies vaccination and if there is an exception for older dogs. It was explained that the vaccination is state-mandated to reduce the rabies threat. There is no exception for older dogs as the ordinance is set to follow state law.

Mayor Ware stated this is a good starting place. Cliff Carruth stated this gives staff tools to move our city forward.

Councilmember Abraham stated this offers more protection for the city.

Councilmember Abraham made a motion to approve O-25-24, an ordinance amending Chapter 4 of the Code of Ordinances entitled "Animals and Fowl" Subsections 4-19 and 4-22. Councilmember Fenton seconded the motion, which passed by the following vote:

Ayes: 6 Mayor Ware, Councilmembers Abraham, Fenton, Jordan-Anderson, Campbell and Morris

Noes: 1 Councilmember Godfrey

- B. **O-25-25** Consider approval of an ordinance amending the FY25 Annual Budget. (Finance)

Julie Richards asked for approval of an ordinance to amend the FY25 budget for the Parks & Recreation Department. The Golf Division has secured a grant in the amount of \$10,000. Julie Richards stated this item is requesting approval to accept the grant.

Melissa Vossmer stated the companion item is 11A and this is the order in which to amend the budget to accept the grant.

Councilmember Abraham stepped away from the dais at this time.

Councilmember Fenton made a motion to approve O-25-25, an ordinance amending the FY25 Annual Budget. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

- C. **O-25-26** Consider approval of an ordinance for Solid Waste\Recycling Collection Services, including a five-year solid waste collection contract amendment with Republic Services, including the annual rate adjustment methodology and the increased community donations effective January 1, 2026. (City Manager)

Councilmember Abraham returned at this point.

Melissa Vossmer presented an ordinance for consideration of the 2026 solid waste and recycling rates. Melissa Vossmer clarified the ordinance is correct, the memo that was sent out was incorrect.

Councilmember Godfrey made a motion to approve O-25-26, an ordinance for Solid Waste\Recycling Collection Services, including a five-year solid waste collection contract amendment with Republic Services, including the annual rate adjustment methodology and the increased community donations effective January 1, 2026. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

- D. **O-25-27** Consider approval of an Ordinance to adopt new water and wastewater rates as part of the Water and WasteWater 5 Year CIP Plan. (Interim Budget Manager)
Julie Richards stated this ordinance was discussed at two previous meetings and is bringing scenario one for adoption in the ordinance to change the rates for water and wastewater.

Councilmember Campbell mentioned that in the five-year plan the rate will double, and he would like to make sure we are not looking at continuing to increase the price once the projects are completed. The rate needs to be stabilized.

Councilmember Campbell made a motion to approve O-25-27, an Ordinance to

adopt new water and wastewater rates as part of the Water and WasteWater 5 Year CIP Plan. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

Melissa Vossmer thanked the council for taking a "big bite" because of the critical condition of the facilities and stated this is the largest CIP the city has done in a long time, if ever. Now we have to get ready to do the program.

Councilmember Godfrey thanked staff for their work.

11. Resolution

- A. **R-25-15** Consider approval of a resolution authorizing the Parks & Recreation Department to receive grant funding under the 2025 Project Muni Grant Program administered by the Texas Golf Association. (Parks & Recreation)
Marina Garcia-Heredia, Parks and Recreation Director, provided information regarding the 2025 Project Muni Grant stating why it is important, how it works and the support provided.

Councilmember Godfrey made a motion to approve R-25-15, a resolution authorizing the Parks & Recreation Department to receive grant funding under the 2025 Project Muni Grant Program administered by the Texas Golf Association. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

12. Action Items for City Council Consideration

- A. Consider approval to terminate the contract with Harris for the ERP system and direct Staff to secure current software services through 12-31-26, if action is required. (Support Services)
Randy Pritchard, Support Services Director, stated the Harris contract was approved approximately two years ago. Staff and the IT/council committee met and determined it would be better to cut losses and look for new software. Randy Pritchard asked for approval to allow the city attorney to submit a letter to terminate the contract with Harris for the ERP System.

Councilmember Abraham stated this is a much-needed item, and it is time to move on.

Councilmember Godfrey made a motion to approve the termination of the contract with Harris for the ERP system and directed staff to secure current software services through 12-31-26, if action is required. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

- B. Consider approval to award a bid for electrical and plumbing work at the City Arena to LFA4 Enterprises, LLC (TIPS Contract 24010402), not to exceed \$61,136. (Facilities)
This item was withdrawn.

13. Discussion and Reports for City Council Consideration and Direction

- A. Reconsideration, and Action if appropriate, on the Texas Water Development Board Loan for Lead Service Line Removal. (Public Works)
Deck Shaver, Interim Public Works Director, provided an introduction for information and consideration stating staff originally applied for a \$7.5 million loan with 51% forgiveness. Deck Shaver stated this is an EPA-mandated program. Schaumbyrg & Polk Inc. (SPI) is in the final stages of the survey, which indicates about 23 lead service lines and 900 galvanized lines.

Travis Reed, SPI Engineer, provided a history of lead piping, why lead service line replacement is needed. The EPA mandated the Lead and Copper Rule Improvements (LCRI), which requires an inventory list of service connections to be compiled by October 2024 and replaced within 10 years. Travis Reed provided the current results of the lead service line inventory, and stated the city conducts routine monitoring and there is no lead problem. Travis Reed stated the project cost is estimated at \$2.8 million, and explained options on how to fund the project.

Councilmember Jordan-Anderson thanked Deck Shaver for going above and beyond.

Councilmember Morris asked about the private and city lines and if both will be changed, which was stated yes, the city would replace both sides.

Melissa Vossmer stated it is an unusual program.

Councilmember Campbell inquired into what happens if a citizen doesn't want city staff to be on their property and replace their pipes? Travis Reed stated the city would probably have to show a good faith effort to replace the lines and that should satisfy the requirements.

Councilmember Abraham stated the city might have to cut the service to the residence if they refused access to the property.

Melissa Vossmer stated staff would have to look into this scenario and figure out how to process the program.

Councilmember Morris stated that, based on his experience, this is highly unusual, and the city is responsible if anything is damaged.

Mayor Ware requested that staff communicate with our property owners and residents to keep them informed of the process and work being done.

Mayor Ware made a motion to approve authorizing the adjustment to reduce the previously approved amount on the Texas Water Development Board Loan for Lead Service Line Removal. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

14. Executive Session

Councilmember Fenton made a motion to convene into Executive Session. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0. The time was 8:21 PM.

- 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.

Councilmember Abraham made a motion to reconvene from Executive Session. Councilmember Fenton seconded the motion, which passed by a vote of 7:0. The time was 8:41 PM.

15. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: November 20, 2025
ITEM #: 6.B
SUBJECT: Consider approval of the minutes from the September 25, 2025, Special-Called Work Session meeting. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the September 25, 2025, Special-Called Work Session meeting.

Executive Summary: Minutes from the September 25, 2025, Special-Called Work Session meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 9-25-25 Special-Called Work Session 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
September 25, 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 04:47 PM.

PRESENT:

Mayor and Council Members:

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

ABSENT: Councilmember Micah Fenton
Councilmember Dathaniel Campbell

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager	Cliff Carruth, Police Chief
Christol Hall, HR/Civil Service Director	Nikki Smith, City Secretary
Julie Richards, Interim Budget Manager	David Rainwater, Fire Chief
Randy Pritchard, Support Services Director	
Deck Shaver, Interim Public Works Director	
Cheryl Carpenter, Community Engagement	
Reggie Cooper, Planning & Development Director	
Marina Garcia-Heredia, Parks & Recreation Director	
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. 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 Report for City Council Consideration and Direction

- A. Report on the status of Smith Park. (Councilmembers Godfrey & Morris)
Marina Garcia-Heredia, Parks and Recreation Director, provided information regarding the background and current status of Smith Park. Marina Garcia-Heredia stated \$285,000 was approved, improvements have been delayed with CDBG, and an agreement with Wiley is in the works for Smith Park.

Councilmember Abraham asked about the Smith Park project which was approved on June 27, 2024. The allocated funding had to be addressed as carry-over funding. Some improvements were marked complete, but there were some issues with both the contract and the contractor. The bathroom was not completed, the contractors have not been paid. The invoice was updated to reflect work that was complete.

Melissa Vossmer stated a letter of demand was sent stating the city is not paying until a response is received.

Councilmember Abraham stated council should have already been made aware of any issues.

Councilmember Jordan-Anderson stated that she learned about the CDBG requirements and how they could be applied to the project and asked how the \$285,000 was used. City funds were used for playground equipment at a cost of \$104,000, with \$270,000 remaining, separate from CDBG funds.

Councilmember Abraham stated we can't pay the contractor with CDBG funds, and we are just now finding out about the project not being bid correctly.

Melissa Vossmer stated the process must be done correctly to use funds from CDBG or fund with alternative funding sources and move the funds to the streets.

Councilmember Jordan-Anderson asked why it is just now being realized and why the park work has not been completed.

Melissa Vossmer stated that staff did not do the process correctly. Staff has begun to look into the project and are working to fix problems to try to move forward. Staff didn't do what was needed to be done and didn't communicate.

Councilmember Abraham stated she would like to utilize CDBG funds for this project because the CDBG representatives are looking at the use of funds and timelines.

Councilmember Jordan-Anderson stated the Wiley project is pending and would like to find out what is going on with them.

Melissa Vossmer stated putting the project on hold allows staff to review and put the bid documents together and to get an update from Wiley.

Councilmember Godfrey stated it's a city park, and spoke regarding the breakdown of money for parks. Councilmember Godfrey asked if we could go ahead and get things

done, since the council gave directions to have a basketball court. It was also stated that an environmental survey needed to be done, and the project rebid using CDBG funds, but an environmental survey was already done, so the bid could be readvertized and, this time, include a contract with itemization.

Councilmember Jordan-Anderson asked what the process for transferring property is and if we could transfer the park property.

Councilmember Abraham stated that it is a city park. Therefore, we can lease the property, but we can't transfer ownership. Councilmember Abraham asked to reevaluate if the \$285,0000 would get all work and improvements planned.

Councilmember Godfrey asked to ensure the basketball court would use whichever is best, asphalt or concrete.

Alex Agnor stated there are enough funds to complete the work planned.

Mayor Ware stated she would like to know about the Wiley project as well but would like to proceed with improvements and whatever City Manager Melissa Vossmer thinks is the best way to fund the project.

Melissa Vossmer stated staff is working on a process for a project management plan to get everything in place.

Councilmember Morris stated he would prefer to keep the park under the city's umbrella and go through the process to rebid.

Councilmember Jordan-Anderson agreed, but with respect to Wiley, seeing what they wanted to do.

Councilmember Abraham stated she was open to partnering with Wiley.

Councilmember Godfrey asked if the public got a vote, which was stated it would go to a vote only if the city sold the property. The property can be leased if still open to the public. Councilmember Godfrey asked if the city fixing the park depended on the Wiley project, which it was stated it does not; the park is being fixed regardless. Councilmember Godfrey stated all city parks need to be taken care of; three (3) parks, maybe four (4), have been abandoned.

- B. Discussion and Direction to Staff concerning the Proposed FY26 CIP.
Melissa Vossmer asked Julie Richards, Interim Budget Manager, to present, and stated a chart and presentation were included in the packet.

Julie Richards stated the plan for debt issuance has to be brought before council on October 9, 2025. Julie Richards provided a CIP overview including a priority order listing, and the notice of intent to issue debt, with the language of what can be done with the debt. The plan development process, the methodology under which the capital plan was derived, focus areas and projects that fall under them were discussed, as well as the CIP program benefits.

Councilmember Jordan-Anderson asked what quality of life improvements would be made, which was stated to include water, IT, increased response time, and quality facilities.

It was asked what activities the city offers for young people. Melissa Vossmer stated this is the first year of park programming and not a lot of infrastructure targets young people. Staff is talking about a community center, and understands there is a need for activities and facilities. Councilmember Jordan-Anderson stated the city could ask the youth council to get ideas.

Marina Garcia-Heredia stated the youth council helps get ideas and advise on what the young people are looking for within the community.

Councilmember Abraham stated she has a vision for the civic center to become a sports center, but road and infrastructure issues have sidetracked other things.

Melissa Vossmer stated that we need space for everyone to be able to have their activities.

Councilmember Godfrey asked about the swimming pool replacement. Julie Richards stated the plan did not cut any programming, and we can use the funding to survey and make assessments.

Melissa Vossmer stated staff can launch a process to make plans and add to future years.

Julie Richards stated city pools have moved more towards splashpads and suggested a study into what the needs and/or wants are for the community in future years.

Councilmember Godfrey asked about the current location of the pool. Melissa Vossmer said they will create a list of considerations. Councilmember Godfrey asked about city facilities and parking lots, and what was being done regarding the arena parking lot.

Julie Richards reminded council the list gets approved every year and the parking lots can be reassessed.

Councilmember Abraham stated the arena needs to be one of the first on the list for parking lots. Marina Garcia-Heredia stated funding for safety issues has to be addressed before parking lots. Councilmember Abraham suggested the arena drainage issues be fixed at the same time as the parking lot.

Marina Garcia-Heredia stated there is \$285,000 for the plans and issues already available.

Councilmember Abraham asked for an update on CIP projects previously approved and funded.

Councilmember Jordan-Anderson asked if the consultant gave a proposal for the arena to fix the drainage and if money was set aside.

Marina Garcia-Heredia is working with Halff, and money has been allocated for a master plan for the arena.

Mark Priestner, Halff, stated there is a plan for the entire park. Staff is just waiting for approval and working in phases.

Councilmember Abraham asked where we are on drainage issues, which we have received a quote to fix and Mark Priestner will provide the numbers.

Councilmember Jordan-Anderson stated the design work is done, the roof has to be fixed first, it was stated the roof has been patched in order to get things going.

Councilmember Godfrey asked to add the city arena to the upgrades on the list.

Melissa Vossmer stated a more fine-tuned CIP list would be provided and staff is working to proactively address the needs in the city.

4. Executive Session

5. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: November 20, 2025
ITEM #: 6.C
SUBJECT: Consider approval of the minutes from the
September 25, 2025, Regular Council meeting.
(City Secretary)

Recommendation for Action: Motion to approve the minutes from the September 25, 2025, Regular Council meeting.

Executive Summary: Minutes from the September 25, 2025, Regular Council meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 9-25-25 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
September 25, 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 06:18 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

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager	Cliff Carruth, Police Chief
Scott Rectenwald, City Attorney	Nikki Smith, City Secretary
Christol Hall, HR/Civil Service Director	David Rainwater, Fire Chief
Julie Richards, Interim Budget Manager	
Randy Pritchard, Support Services Director	
Deck Shaver, Interim Public Works Director	
Cheryl Carpenter, Community Engagement	
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. Presentation of a proclamation declaring the month of October 2025 as "Domestic Violence Awareness Month" in the City of Marshall. (Mayor Ware)

Mayor Ware read the proclamation declaring the month of October 2025 as "Domestic Violence Awareness Month" in the City of Marshall, Texas and presented it to Heather Miller, Rural Outreach Advocate for the Women's Center of East Texas.

Heather Miller expressed her sympathy for the recent loss of a victim and invited the public to attend a one-day conference to educate the public and other professionals about domestic violence, sexual assault, and sex trafficking at the Maude Cobb Convention Center on October 14, 2025, from 8 to 5.

B. Presentation of the Employee of the 3rd Quarter 2025. (Employee Engagement Committee)

Lacy Burson, Employee Engagement Committee, presented Tami Henderson, Community Development Block Grant (CDBG) Coordinator, with the Employee of the 3rd Quarter 2025 award. Tami Henderson thanked God for the opportunity to help those in need and spoke regarding CDBG efforts and the citizens it reaches. Amy Ware thanked Pete McCarty Oil for being the sponsor for the Employee of the 3rd Quarter 2025.

C. Presentation of a proclamation designating September as Boogie Woogie Marshall Month and proclaiming September 26 and 27, 2025 as "Huddie 'Lead Belly' Ledbetter Day."

Mayor Ware read the proclamation designating September as Boogie Woogie Marshall Month and proclaimed September 26th and 27th, 2025 as "Huddie 'Lead Belly' Ledbetter Day."

Alan Loudermilk thanked the council for the proclamation, and spoke of the rich musical heritage in Marshall.

D. Recognition of the September Yard of the Month winners.

Alex Agnor, Assistant City Manager/Economic Development & Strategic Initiatives Director, recognized the September 2025 Yard of the Month recipients; residential property 401 W. Emory owned by Charles & Sandra Joe Bledsoe & the commercial property 902 E. Pinecrest, Lorena's Hair Studio.

Mayor Ware announced that Item 8C was pulled from the agenda by the councilmembers who requested the item.

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 Abraham seconded the motion, which passed by a vote of 5:0.

- A. Consider approval of the minutes from the August 18, 2025 Special-Called Work Session meeting. (City Secretary)
- B. Consider approval of the minutes from the August 28, 2025, Special-Called Work Session 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. Conduct 2nd Public Hearing on the Proposed Budget for Fiscal Year 2026 and Consider approval of an ordinance to adopt the annual budget of the City of Marshall, Texas for the 2026 fiscal year.

Julie Richards, Interim Budget Manager, stated this is the second public hearing on the budget. Julie Richards stated the General Fund total budget is \$26,381,951 and the total effective budget is \$50,864,330.

Melissa Vossmer, City Manager, stated the presentation that was previously given to the council is available and can be discussed if the council has any questions.

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 making appropriations for the support of the city of Marshall, Texas, for the fiscal year beginning January 1, 2026, and ending December 31, 2026; appropriating money to a sinking fund to pay interest and principal due on the city's indebtedness; and adopting the annual budget of the city of Marshall, Texas, for the 2026 fiscal year. Councilmember Godfrey seconded the motion, which passed by a vote of 5:0.

- B. Conduct a public hearing and consider approval of an ordinance affixing and levying 2025 ad valorem taxes for the use and support of the municipal government of the City of Marshall for the 2026 fiscal year at a rate of \$0.5815183 per \$100 of property value, *which is effectively a 9.32 percent increase in the tax rate. The tax rate of \$0.5815183*

will raise more taxes for maintenance and operations than last year's tax rate.

(Asst. City Manager)

Alex Agnor stated this is the second public hearing regarding the tax rate and at the conclusion of this hearing staff will be asking for adoption of the tax rate and approval of the ordinance. Alex Agnor provided an abbreviated version of her presentation from the previous meeting regarding FY26 tax rates, and the comparison of 2025 to 2026 tax rate impact.

Mayor Ware opened the Public Hearing.

No one came forward to speak.

Mayor Ware closed the Public Hearing.

Alex Agnor asked council to consider approval of the ordinance establishing and adopting the tax rate of \$0.5815183 per \$100 of assessed valuation.

Councilmember Jordan-Anderson asked for an update on the tax rate freeze for citizens 65 and older. Alex Agnor explained that Lee Flowers, HCAD, asked for the City to wait until after the adoption of the budget to begin looking into the requirements of this exemption.

Mayor Ware made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.5815183, which is effectively a 9.32 percent increase in the tax rate. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

Melissa Vossmer thanked the council for their guidance and stated the budget represents thousands of hours of work.

- C. **O-25-XX** Conduct a public hearing and consider approval of an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex) **(P&Z Item ZBA-25-04)**. (Development Services)
This item was withdrawn.

- D. **O-25-XX** Conduct a public hearing and consider approval of an ordinance regarding a rezoning request for 3001 N East End Blvd from A-E (Agriculture & Estate) to C-3 (General Business) for Commercial Uses. **(P&Z Item ZBA-25-09)**. (Development Services)

Mark Priestner, Halff, stated an application was received to change the zoning from A-E to C-3 for 3001 N. East End Blvd. Ten (10) notices were sent with two (2) responses received in support of the rezone. The Planning & Zoning Commission approved this rezone by a 5:0 vote.

Mayor Ware opened the Public Hearing.

No one came forward to speak.

Mayor Ware closed the Public Hearing.

Councilmember Godfrey made a motion to approve an ordinance regarding a

rezoning request for 3001 N East End Blvd from A-E (Agriculture & Estate) to C-3 (General Business). Councilmember Morris seconded the motion, which passed by a vote of 5:0.

9. Action Items for City Council Consideration

- A. Consider approval for the purchase and installation of a new drive unit from RBIS, LLC. for the Wastewater Treatment Plant's Primary Clarifier #1. \$54,695.00. (Public Works) Cory Owen, Public Works Assistant Director, asked council to approve the purchase and installation of a drive unit from RBIS, LLC. for the wastewater treatment plant's primary clarifier #1 at a cost of \$54,695.00. Cory Owen stated this was originally installed in the 1950s and repaired a few times. Cory Owen also explained what the drive unit was used for and its importance for the clarifier.

Councilmember Godfrey made a motion to approve the purchase and installation of a new drive unit from RBIS, LLC. for the Wastewater Treatment Plant's Primary Clarifier #1. Councilmember Abraham seconded the motion, which passed by a vote of 5:0.

- B. Consider approval to award a bid for electrical and plumbing work at the City Arena to LFA4 Enterprises, LLC (TIPS Contract 24010402), not to exceed \$61,136. (Facilities) Reggie Cooper, Planning & Development Director, stated this item is regarding repairs and replacement of pedestals at the arena. The pedestals have been received and council is being asked to approve the contract with LFA4 Enterprises, LLC for the electrical and plumbing work to be done, in an amount not to exceed \$61,136.00.

Councilmember Jordan-Anderson asked if the contract was reviewed, which it was stated it has been reviewed and approved by the City Attorney.

Councilmember Godfrey made a motion to approve a bid for electrical and plumbing work at the City Arena to LFA4 Enterprises, LLC, not to exceed \$61,136. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 5:0.

10. Discussion and Reports for City Council Consideration and Direction

- A. Discussion regarding the need to establish a Charter Review Committee. (Councilmembers Godfrey, Jordan – Anderson & Morris)
Mayor Ware stated she asked the City Attorney to reach out to the law firm that was used previously for the charter revision.

Scott Rectenwald, City Attorney, stated he emailed the law firm and Dottie Palumbo responded stating she would be able to assist the city. A timeline for the May election date is feasible and Dottie Palumbo is looking at the old contract for revisions to be made.

Mayor Ware stated that while reviewing the charter for updates that it would be beneficial to ensure the document is in compliance with state and federal laws. Mayor Ware asked the City Secretary about the timeframe for submitting items to be included

on the ballot, which was stated the election would need to be ordered by February.

Councilmember Abraham asked what was included in the budget for this item and suggested being very targeted on what to provide to the attorney for the review.

Melissa Vossmer stated that Section 12.08 of the Charter states the manager will bring forth a report after the council establishes a committee, which she will provide after a quick review of the document. Melissa Vossmer also stated there is some capacity in the legal line items for unexpected things that may come up.

Councilmember Godfrey stated the last time the charter was revised was in 2020 for the November election. This review will be rushed due to the holidays. Councilmember Godfrey stated it is important to implement a change to the fiscal year to align with Texas and federal audits, which would have the fiscal year start October 1st. It would also be good to align with CDBG as their fiscal year is June–May, and it would assist with reconciling Wonderland of Lights. Updating the charter will also assist with eliminating outdated ordinances, and to make sure verbiage is tightened.

Councilmember Abraham clarified that the Charter does not expire.

Mayor Ware stated it is suggested that it should be reviewed every five (5) years.

Councilmember Abraham asked if the timeframe was feasible, which Melissa Vossmer stated yes, because of having done the complete overhaul in 2020 and if the committee is willing to commit to meeting.

Councilmember Jordan-Anderson mentioned the oversight in the Charter when the terms were changed from two (2) to four (4) years. The language was not changed to specify that the Mayor is elected after an election.

Mayor Ware asked if the city has the bandwidth to change the fiscal year.

Melissa Vossmer stated that with what we have, the budget approved, and looking at staff capacity, we will have to research if there is a way to phase in or push out to a particular date.

Mayor Ware suggested a work session for the next meeting, and Councilmember Godfrey agreed. Mayor Ware asked the City Attorney to provide a scope of work, price, and timeline from the law firm to assist with the charter revisions. The law firm would have more of a consulting role for the charter revisions.

Councilmember Morris stated he worked with the 2019 charter group and the language was updated, so this effort shouldn't be as much work.

Melissa Vossmer asked for the expectations for the agenda item.

Mayor Ware asked councilmembers to send updates by October 6th to the City Secretary for discussion.

11. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: November 20, 2025
ITEM #: 6.D
SUBJECT: Report regarding recommendations for appointments and reappointments to the various City boards, commissions, and committees. (City Secretary)

Recommendation for Action: No action needed. This item is a report regarding recommendations of appointments and reappointment to the various City boards, commission, and committees.

Executive Summary: In September, the City announced vacancies on the various City boards, commissions, and committees to Council. We advertised in the local newspaper, on the City television channel, on City social media sites, and on the City website to encourage interested citizens to contact City Hall about serving. The deadline for citizens to respond was October 24th. Applications were received from four (4) citizens.

We are now providing Council with the following recommendations for appointments and reappointments:

Community Development Advisory Committee: reappointment of Loretta Martin
Historic Landmark Preservation Board: reappointment of Charles Cornish, Raymond Fogg, Kristal Jeans, Rita Louise and Jonathan McCarty
Keep Marshall Beautiful: reappointment of Judith Journey
Main Street Advisory Board: reappointment of Lori Acker and Kim Brown
Marshall Downtown Development Corporation: reappointment of Glenn Bickerdike
Marshall Public Library Board of Trustees: reappointment of Elizabeth Ponder and Bonnie Strauss
Parks Advisory Board: reappointment of Colin Brady, Jerry Calderson, Roy Fox and Gloria Moon
Visit Marshall Advisory Board: reappointment of Gary Arthur, Krysta Coleman, Glynn Duncan, Vivian Lewis, Vinod Patel and Texas Ruegg

Information is attached that provides a summary of the responsibilities of each of the City boards, commissions and committees.

Focus Area(s): This item aligns with the Council's Focus Areas: Improving Communication and Improving Customer Service.

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments:

1. board info
2. Recommendations for 2026

CITY BOARDS, COMMISSIONS, AND COMMITTEES

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Responsibilities: Assists with establishing long-range goals and objectives for the Community Development Block Grant (CDBG) program and makes recommendations on the annual plan and budget for this annual federal grant

Meeting Schedule: Meets on an as-needed basis, typically 1-2 times per year

Staff Liaison: Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives

Current Members: LeaShondria Harden, Keith Hill, Blake Langley, Loretta Martin, Ernest Morrow, Earnest Spencer, Charles Tutt

HISTORIC LANDMARK PRESERVATION BOARD

Responsibilities: Responsible for the historic landmark preservation plan and makes recommendations on establishing historic landmark preservation districts in the city limits

Meeting Schedule: Monthly

Staff Liaison: Lacy Burson, Main Street Manager

Current Members: Jay Carriker, Charles Cornish, Raymond Fogg, Kristal Jeans, Travis Keeney, Rita Louise, Jonathan McCarty

(Appointees to this board required to have knowledge and experience in history, art, architecture, or real estate planning and development and have demonstrated interest, competence, or knowledge in historic preservation)

KEEP MARSHALL BEAUTIFUL BOARD (formerly IMAGE ADVISORY BOARD)

Responsibilities: Advises the City Council on issues related to littering and property appearance

Meeting Schedule: Monthly

Staff Liaison: Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives

Current Members: Corey Brown, Renae DeVere, Blanca Jenkins, Judith Journey, Linda Scott, Melanie Valdez, Robert Wood

MAIN STREET ADVISORY BOARD

Responsibilities: Assists in the economic revitalization and promotion of downtown Marshall

Meeting Schedule: Monthly

Staff Liaison: Lacy Burson, Main Street Manager

Current Members: Lori Acker, Stacy Adams, Richie Arnold, Corey Brown, Kim Brown, Cheryel Carpenter, Tracy Jackson, Raven Lenz, Mary Lynne O'Neal, Debbie Parker, Stephanie Phelps, Bridget Wanjiku

(Appointees to this board represent both public and private sector interests)

MARSHALL DOWNTOWN DEVELOPMENT CORPORATION

Responsibilities: Assists with the development of projects that benefit downtown, historic preservation, and beautification of Marshall

Meeting Schedule: Monthly

Staff Liaison: Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives

Current Members: Glenn Bickerdike, George Carter, Jim Davis, Dinora Harris, Garrett Hill, Scott McCurdy

MARSHALL PUBLIC LIBRARY BOARD OF TRUSTEES

Responsibilities: Serves as the advisory board for the Marshall Public Library

Meeting Schedule: Monthly

Staff Liaison: Terri Nalls, Library Director

Current Members: Dana Jean, Lacey Lovely Lawson, Vivian Lewis, Shirley McNeel, Elizabeth Ponder, Laurie Smith, Bonnie Strauss

(Seven member board; at least five members must be residents of the City of Marshall)

PARKS ADVISORY BOARD

Responsibilities: Serves as advisory committee to the City Council and City staff in establishing plans or procedures concerning usage, planning, goals, and objectives of parks and recreation services

Meeting Schedule: Monthly

Staff Liaison: Randy Pritchard, Director of Support Services

Current Members: Colin Brady, Jerry Calderon, LaDarius Carter, Roy Fox, Mike Haynes, Gloria Moon, James Runnels

(Seven member board; at least five members must be residents of the City of Marshall)

PLANNING & ZONING COMMISSION

Responsibilities: Hears and makes recommendations on requests for zoning changes and special use permits. This commission also reviews and approves subdivision plats in the city limits and within one mile of the city limits

Meeting Schedule: Monthly

Staff Liaison: Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives

Current Members: Stacy Adams, Richie Arnold, LaDarius Carter, Anthony Glanton, Brooke LaBouve, Robert Lisman, Ken Moon

(All members of this commission must be resident citizens and qualified to be voters in the City of Marshall)

VISIT MARSHALL ADVISORY BOARD (formerly CONVENTION AND VISITOR BUREAU)

Responsibilities: Assists with establishing operating policies for Visit Marshall and for evaluating the progress of Visit Marshall in the attainment of its goals.

Meeting Schedule: Monthly

Staff Liaison: Lacy Burson, Main Street Manager

Current Members: Gary Arthur, Sara Braun, Krysta Coleman, Glynn Duncan, Vivian Lewis, Vinod Patel, Texas Ruegg, Council Member Micah Fenton

(The composition of the board shall consist of various hospitality representatives from the following businesses/fields: Hotel/motel, bed & breakfast, food & beverage establishments, travel industry professionals, transportation, downtown property/business owners, college/universities, museums and attractions.)

ZONING BOARD OF ADJUSTMENT

Responsibilities: Conducts hearings on appeals to enforcement of the City's Zoning Ordinance, decides on exceptions to the Zoning Ordinance, and grants variances to the Zoning Ordinance

Meeting Schedule: Meets on an as-needed basis

Staff Liaison: Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives

Current Members: Clayton Allen, Elton Brock, Sam Fogle, Steve Hammond, LeaShondria Harden, Zachary Henderson, Nathan McDaniel

CITY BOARDS, COMMISSIONS, & COMMITTEES

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

The Community Development Advisory Committee assists with establishing long-range goals and objectives for the Community Development Block Grant program and makes recommendations on the annual plan and budget for this annual federal grant. The term of service on this board is three years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms a member can serve. The current members of this committee are LeaShondria Harden, Keith Hill, Blake Langley, Loretta Martin, Ernest Morrow, Ernest Spencer and Charles Tutt. The staff member who works with this board is Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives. Questions may be directed to Ms. Agnor at 903-935-4526 or at Agnor.Alex@marshalltexas.net.

It is the recommendation of Staff to reappoint Loretta Martin.

HISTORIC LANDMARK PRESERVATION BOARD

The Historic Landmark Preservation Board is responsible for the historic landmark preservation plan and makes recommendations on establishing historic landmark preservation districts in the city limits. Members of this board must have knowledge and experience in history, art, architecture, or real estate planning and development; and have demonstrated interest, competence, or knowledge in historic preservation. The term of service on this board is two years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms that a member can serve. The current members of this board are Jay Carriker, Charles Cornish, Raymond Fogg, Kristal Jeans, Travis Keeney, Rita Louise, and Jonathan McCarty. The staff member who works with this board is Lacy Burson, Main Street Manager. Questions may be directed to Mrs. Burson at 903-934-7902 or at Burson.lacy@marshalltexas.net.

It is the recommendation of Staff to reappoint Charles Cornish, Raymond Fogg, Kristal Jeans, Rita Louise, and Jonathan McCarty.

KEEP MARSHALL BEAUTIFUL BOARD

Keep Marshall Beautiful Board advises the City Council on issues related to littering and property appearance. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Corey Brown, Renae DeVere, Blanca Jenkins, Judith Journey, Linda Scott, Melanie Valdez, and Robert Wood. The staff member who works with this board is Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives. Questions may be directed to Ms. Agnor at 903-935-4526 or at Agnor.Alex@marshalltexas.net.

It is the recommendation of Staff to reappoint Judith Journey.

MAIN STREET ADVISORY BOARD

The Main Street Advisory Board assists in the economic revitalization and promotion of downtown Marshall. This is a thirteen-member board, representing public and private sector interests. The term of service on this board is three years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Lori Acker, Stacy Adams, Richie Arnold, Corey Brown, Kim Brown, Cheryel Carpenter, Tracy Jackson, Raven Lenz, Mary Lynne O'Neal, Debbie Parker, Stephanie Phelps, and Bridget Wanjiku. The staff member who works with this board is Lacy Burson, Main Street Manager. Questions may be directed to Mrs. Burson at 903-934-7902 or at Burson.lacy@marshalltexas.net.

It is the recommendation of Staff to reappoint Lori Acker, and Kim Brown. There is still one vacancy on this board.

MARSHALL DOWNTOWN DEVELOPMENT CORPORATION

The Marshall Downtown Development Corporation promotes and assists in the development, growth, and economic wellbeing of the downtown area of Marshall. The term of service on this board is three years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Glenn Bickerdike, George Carter, Jim Davis, Dinora Harris, Garrett Hill, and Scott McCurdy. The staff member who works with this board is Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives. Questions may be directed to Ms. Agnor at 903-935-4526 or at Agnor.Alex@marshalltexas.net.

It is the recommendation of Staff to reappoint Glenn Bickerdike. There is still one vacancy on this board.

MARSHALL PUBLIC LIBRARY BOARD OF TRUSTEES

The Marshall Public Library Board of Trustees serves as the advisory board for the Marshall Public Library. Of the seven members on this board, at least five members must be full-time residents of the City of Marshall. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Dana Jean, Lacey Lawson, Vivian Lewis, Shirley McNeel, Elizabeth Ponder, Laurie Smith, and Bonnie Strauss. The staff member who works with this board is Terri Nalls, Library Director. Questions may be directed to Ms. Nalls at 903-935-4465 or at nalls.terri@marshalltexas.net.

It is the recommendation of Staff to reappoint Elizabeth Ponder and Bonnie Strauss. There is still one vacancy on this board.

PARKS ADVISORY BOARD

The Parks Advisory Board serves as an advisory committee to the City Council and City staff in establishing plans or procedures concerning usage, planning, goals, and objectives of parks and recreation services. The term of service on this board is four years, beginning on January 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this board are Colin Brady, Jerry Calderon, LaDarius Carter, Roy Fox, Mike Haynes, Gloria Moon, and James Runnels. The staff member who works with this board is Randy Pritchard, Director of Support Services. Questions may be directed to Mr. Pritchard at 903-934-7921 or at pritchard.randy@marshalltexas.net.

It is the recommendation of Staff to reappoint Colin Brady, Jerry Calderon, Roy Fox, and Gloria Moon.

PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission hears and makes recommendations on requests for zoning changes and special use permits. This commission also reviews and approves subdivision plats in the city limits and within one mile of the city limits. The term of service on this board is three years, beginning on June 1 after the appointment is made. A member can serve a maximum of two consecutive full terms. The current members of this commission are Stacy Adams, Richie Arnold, LaDarius Carter, Anthony Glanton, Brooke LaBouve, Robert Lisman, and Ken Moon. The staff member who works with this board is Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives. Questions may be directed to Ms. Agnor at 903-935-4526 or at Agnor.Alex@marshalltexas.net.

Appointments to the Planning and Zoning Commission are brought before the City Council in May or June. The Planning and Zoning Commission is not part of the annual year-end appointment process. The appointment procedures for the Planning and Zoning Commission are provided for by ordinance in the Zoning Ordinance. It is required by ordinance that the appointments to the Planning and Zoning Commission be made in May or June each year, and that all members must be resident citizens and qualified to be voters in the City of Marshall.

VISIT MARSHALL ADVISORY BOARD

The Visit Marshall Advisory Board is responsible for establishing operating policies for Visit Marshall and for evaluating the progress of Visit Marshall in the attainment of its goals. This board consist of seven tourism related representatives. The term of service on this board is two years, beginning on January 1 after the appointment is made. A member can serve a maximum of three consecutive full terms. The current members are Gary Arthur, Sara Braun, Krysta Coleman, Glynn Duncan, Vivian Lewis, Vinod Patel, and Texas Ruegg. The staff member who works with this board is Lacy Burson, Main Street Manager. Questions may be directed to Mrs. Burson at 903-934-7902 or at Burson.lacy@marshalltexas.net.

It is the recommendation of Staff to reappoint Gary Arthur, Krysta Coleman, Glynn Duncan, Vivian Lewis, Vinod Patel, and Texas Ruegg.

ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment conducts hearings on appeals to enforcement of the city's Zoning Ordinance, decides on exceptions to the Zoning Ordinance, and grants variances to the Zoning Ordinance. The term of service on this board is three years, beginning on January 1 after the appointment is made. There is no limit to the number of consecutive terms a member can serve. The current members of this board are Clayton Allen, Elton Brock, Sam Fogle, Steve Hammond, LeaShondria Harden, Zachary Henderson, and Nathan McDaniel. The staff member who works with this board is Alex Agnor, Assistant City Manager/Director of Economic Development & Strategic Initiatives. Questions may be directed to Ms. Agnor at 903-935-4526 or at Agnor.Alex@marshalltexas.net.

No reappointments/appointments needed.



TO: City Council
DATE: November 20, 2025
ITEM #: 6.E
SUBJECT: Consider approval of an Interlocal Agreement with Harrison County for Ambulance/Rescue Services. (Fire)

Recommendation for Action: Motion to approve an Interlocal Agreement with Harrison County for Ambulance/Rescue Services.

Executive Summary: The Interlocal Agreement for Ambulance/Rescue Services for October 2025–September 2026 has been approved by the Harrison County Commissioners. We are requesting approval from the City Council.

Each year, the agreement is presented for approval. The amount for the Ambulance/Rescue Services agreement remains at \$7,675.00.

Focus Area(s): This item aligns with the following Council Focus Areas: Improving Customer Service, Investing in our Workforce

Budget Cost: N/A

Staff Contact: David Rainwater, Fire Chief

Attachments: 1. Interlocal Agreement Ambulance-Rescue Services

EXHIBIT
OCT 23 2025

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF MARSHALL, TEXAS AND
HARRISON COUNTY, TEXAS FOR AMBULANCE/RESCUE SERVICE FOR
CERTAIN AREAS IN HARRISON COUNTY FOR 2025-2026**

STATE OF TEXAS

COUNTY OF HARRISON

THIS AGREEMENT is by and between the City of Marshall, Texas, a Texas Home-Rule Municipality, acting by and through its City Manager, heretofore duly authorized by the City Commission of said City, hereinafter called "City" and Harrison County, Texas, and acting by and through its County Judge, hereunto duly authorized by the Commissioners' Court of said County, hereinafter called "Harrison County", upon the terms, provisions and conditions set forth below:

WHEREAS, Chapter 791 of the Texas Government Code authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested, such as police protection and public health and welfare; and

WHEREAS, both the City and the County find it mutually desirable to enter into this Agreement to enable the City to provide essential Ambulance and Rescue Service to areas of the County not covered by other emergency service providers;

NOW, THEREFORE in consideration of the mutual covenants hereinafter set forth, the County and City agree:

1. The City and County recognize that most of the County is provided ambulance/rescue services by Emergency Service Districts or incorporated cities. The only portion of the County not served is around the Uncertain. Texas Community and Harrison County desires to contract with the City of Marshall to provide ambulance/rescue service to the Uncertain, Texas Community. The City agrees that if it is notified of any individual in the Uncertain, Texas Community ("Uncertain") that needs ambulance or rescue service, within the limits of Harrison County, that it will furnish such ambulance or rescue equipment and personnel as is available and as it deems necessary for a period of one (1) year beginning October 1, 2025 and ending September 30, 2026, upon the terms, conditions and provisions set forth in this section.

2. Harrison County agrees that the acts of any person or persons while engaged in ambulance or rescue service traveling to and from the scene of accidents or in any manner providing ambulance or rescue service to the citizens of Uncertain, shall be considered as the acts of an agent for Harrison County in all respects, notwithstanding such person or persons may be the regular employees of the City of Marshall and the property utilized in that regard is owned by the City of Marshall.

3. It is expressly agreed and understood by and between the parties hereto that the ambulance or rescue service agreed to be furnished by the City to Uncertain is subordinate and secondary to the best interest of the citizens of the City of Marshall, and that the determination

whether or not personnel and/or equipment are available and the extent of utilization of any such personnel and/or equipment for use outside the corporate limits of the City of Marshall should the need arise, will be left to the discretion of the City and it is agreed that the ultimate decision of the City Manager of the City of Marshall or his duly designated representatives in connection with such matters will be conclusive.

4. The parties hereto stipulate and agree that if the City, for any reason fails to furnish personnel and/or equipment for ambulance or rescue service to Uncertain, although notified of the need of such service, the City of Marshall shall not be liable in damages or otherwise for the failure to furnish such services and Harrison County enters into this agreement acknowledging that the City is without any such liability and that the City accepts no such responsibility.

5. Harrison County agrees, to the extent allowed by law, to indemnify and hold harmless the City of Marshall for any claim and/or cause of action based in whole or in part upon the City's discharging of its obligations under this Agreement if such claim and or cause of action is attributable: in whole or in part, to a delay in EMS response time because of this procedure utilized by Harrison County 911 communications personnel in dispatching EMS service to Uncertain.

6. The City of Marshall will maintain an itemized monthly report reflecting the ambulance or rescue runs made during each preceding month under the terms of this agreement, and shall furnish such list to Harrison County within thirty (30) days after the end of each quarter.

7. The City will provide up to two (2) hours of EMS Education through its EMS Department to any person designated in writing by the City of Uncertain or from the Uncertain Volunteer Fire Department upon written request and subject to availability of an instructor.

8. The rate schedule for ambulance and rescue service, as approved by the Marshall City Commission shall govern the charges for ambulance and rescue services provided by the City of Marshall. A copy of the rate schedule is available upon request by Harrison County. Harrison County acknowledges that the furnishing of ambulance and rescue services to Uncertain is the responsibility of Harrison County, however, Harrison County desires to contract with the City of Marshall to provide such services. For such services, Harrison County agrees to pay the City the sum of **\$7,675.00**. The payment shall be paid to the City in twelve (12) monthly installments of \$639.58. These payments shall be used by the City to support the Ambulance services operated by the City of Marshall to benefit the citizens of the City and Harrison County. In addition, for the services provided, the City of Marshall shall invoice the individual patients(s); or insurance providers directly for the ambulance and rescue services provided in accordance with the rate schedule as approved by the City of Marshall and shall retain all such amounts collected. The City of Marshall reserves the exclusive right and privilege to set the schedule of charges for ambulance and rescue services within its corporate limits and within Harrison County.

9. No party to this Agreement waives or relinquishes any immunity or defense on behalf of itself, its officers, employees, and agents as a result of its execution of this Agreement and performance to the covenants contained herein. Each party specifically reserves any claim it

may have to sovereign, qualified, or official immunity as a defense to any action arising in conjunction with this Agreement.

10. This agreement shall be for a period of one (1) year, beginning October 1, 2025 and ending September 30, 2026.

11. It is understood and agreed by and between the City and County that either party to this agreement shall have the right to cancel this agreement on the 1st day of each month during the term covered by this Agreement, provided that the party desiring to cancel the same shall notify the other party in writing of its desire to cancel this agreement at least sixty (60) days before the desired date of cancellation of same.

WITNESS THE EXECUTION HEREOF, in duplicate, this ____ day of _____, 2025.

ATTEST:

CITY OF MARSHALL

BY: _____
City Secretary

BY: _____
City Manager

ATTEST:

HARRISON COUNTY

BY: _____
County Clerk

BY: _____
County Judge



TO: City Council
DATE: November 20, 2025
ITEM #: 6.F
SUBJECT: Consider approval of an Interlocal Agreement with Harrison County for Public Library Services. (Library)

Recommendation for Action: Motion to approve the Interlocal Agreement with Harrison County for Public Library Services.

Executive Summary: The Interlocal Agreement for Public Library Services for October 2025–September 2026 has been approved by the Harrison County Commissioners. We are requesting approval from the City Council.

Each year the agreement is presented for approval. The amount for the Public Library Services agreement remains at \$85,000.00.

Focus Area(s): This item aligns with the following Council Focus Areas: Improving Customer Service, Investing in our Workforce

Budget Cost: N/A

Staff Contact: Terri Nalls, Library Director

Attachments: 1. Interlocal Agreement Library Services

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF MARSHALL, TEXAS AND
HARRISON COUNTY, TEXAS FOR PUBLIC LIBRARY SERVICES FOR HARRISON
COUNTY FOR 2025-2026**

STATE OF TEXAS

COUNTY OF HARRISON

THIS AGREEMENT is by and between the City of Marshall, Texas, a Texas Home-Rule Municipality, acting by and through its City Manager, heretofore duly authorized by the City Commission of said City, hereinafter called "City of Marshall" and Harrison County, Texas, and acting by and through its County Judge, hereunto duly authorized by the Commissioners' Court of said County, hereinafter called "Harrison County", upon the terms, provisions and conditions set forth below:

WHEREAS, Chapter 791 of the Texas Government Code authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested, such as police protection and public health and welfare; and

WHEREAS, The Texas Local Government Code Section 323.011 allows a Texas county to Contract for library privileges with an established library; and

WHEREAS, the City has and maintains an established free library which is serving the City of Marshall, Texas and has also been serving the Harrison County population that lies outside of the limits of the City; and

WHEREAS, the City's records indicate that Harrison County citizens, residing outside of the City of Marshall, utilize services at the Marshall Public Library; and

WHEREAS, both the City and the County find it mutually desirable to enter into this Agreement to enable the City of Marshall to continue to provide free library services to the citizens of the County and the City;

NOW, THEREFORE in consideration of the mutual covenants hereinafter set forth, the County and City agree:

1. The City, through its department, the Marshall Public Library, agrees to furnish library services to the citizens of Harrison County, including residents located in municipalities in the County and the Marshall Public Library shall assume the functions of a County free library, in accordance with the Chapter 323 of the Texas Local Government Code.

EXHIBIT

OCT 23 2025

10/1/25

2. The Director of the Marshall Public Library, shall furnish free of charge such library services to the citizens of Harrison County, as are furnished to the citizens of the City of Marshall.

3. In consideration of the Public Library services to be provided by the City of Marshall pursuant to this agreement, Harrison County agrees to pay, to the City of Marshall the total sum of \$85,000. The cash sum shall be paid to the City of Marshall in twelve (12) equal monthly installments of \$7,083.33. These funds paid by the County must be used by the City of Marshall to support the free public library services in the City of Marshall and Harrison County.

4 The City, except as otherwise provided in this Agreement, shall have the sole control, administration, and direction of polices and operations of the Marshall Public Library.

5. This Agreement contract and agreement does not vest in Harrison County any right, title or interest in and to any vehicles, books or other personal property used in connection with the furnishing of this library service to the citizens of Harrison County unless expressly evidenced by separate written document executed by the City Manager subsequent to the date hereof.

6. Pursuant to section 323.011 of the Texas Local Government Code, either party to the agreement may terminate it by giving the other party six months' written notice of its intention to do so.

7. This agreement shall be for a period of one (1) year, beginning October 1, 2025 and ending September 30, 2026.

WITNESS THE EXECUTION HEREOF, in duplicate, this ____ day of ____, 2025.

ATTEST:

CITY OF MARSHALL

BY: _____
City Secretary

BY: _____
City Manager

ATTEST:

HARRISON COUNTY

BY: _____
County Clerk

BY: _____
County Judge



TO: City Council
DATE: November 20, 2025
ITEM #: 6.G
SUBJECT: Consider approval of an Interlocal Agreement with Harrison County for Animal Shelter Services. (Police)

Recommendation for Action: Motion to approve the Interlocal Agreement with Harrison County for Animal Shelter Services.

Executive Summary: The Interlocal Agreement for Animal Shelter Services for October 2025–September 2026 has been approved by the Harrison County Commissioners. We are requesting approval from the City Council.

Each year the agreement is presented for approval. The amount for the Animal Shelter Services agreement remains at \$39,100.00.

Focus Area(s): This item aligns with the following Council Focus Areas: Improving Customer Service, Investing in our Workforce

Budget Cost: N/A

Staff Contact: Cliff Carruth, Police Chief

Attachments: 1. Interlocal Agreement Animal Shelter Services

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF MARSHALL, TEXAS AND
HARRISON COUNTY, TEXAS FOR ANIMAL SHELTER SERVICES FOR HARRISON
COUNTY FOR 2025-2026**

STATE OF TEXAS

COUNTY OF HARRISON

THIS AGREEMENT is by and between the City of Marshall, Texas, a Texas Home-Rule Municipality, acting by and through its City Manager, heretofore duly authorized by the City Commission of said City, hereinafter called "City of Marshall" and Harrison County, Texas, and acting by and through its County Judge, hereunto duly authorized by the Commissioners' Court of said County, hereinafter called "Harrison County", upon the terms, provisions and conditions set forth below:

WHEREAS, Chapter 791 of the Texas Government Code authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested, such as police protection and public health and welfare; and

WHEREAS, the City operates Animal Shelter/Impoundment Services in its normal duties for the purpose of reducing general animal control problems in the City, including but not limited to, reporting human exposure to rabies, quarantine and testing of biting animals, reduction of the stray animal population, restraint of dangerous animals, protecting its citizens from the dangers and problems associated with animals at large; and other related services as prescribed by the Texas Health and Safety Code; and

WHEREAS, the County has a need for certain Animal Shelter Services and is not equipped to render such services and the County has historically relied on the City to provide such animal shelter services; and

WHEREAS, the City's records indicate that Harrison County citizens, residing outside of the city limits of Marshall, delivered, dropped off, or otherwise deposited animals that were impounded at the Marshall Animal Shelter during the year; and

WHEREAS, both the City and the County find it mutually desirable to enter into this Agreement to enable the City of Marshall to continue to provide Animal Shelter and Impoundment Services to the citizens of the County and the City;

NOW, THEREFORE in consideration of the mutual covenants hereinafter set forth, the County and City agree:

EXHIBIT

OCT 23 2023

10/19

1. City of Marshall, through the Marshall Police Department, Animal Control Division, agrees to furnish animal shelter services to the citizens of Harrison County, Texas, for a period of one (1) year, beginning October 1, 2025 and ending September 30, 2026, in accordance with the terms, provisions and conditions as set forth below.

2. The City shall secure and hold certification with the State Health Department for animal control and quarantine services, as evidence of qualification.

3. In consideration of the Animal Shelter services to be provided by the City of Marshall pursuant to this agreement, Harrison County agrees to pay, to the City of Marshall the total sum of \$39,100.00. The cash sum shall be paid to the City of Marshall in twelve (12) equal monthly installments of \$3,258.33. These funds paid by the County must be used by the City of Marshall to operate and maintain the Marshall Animal Shelter and the services provided at that facility.

4. The City of Marshall will furnish and operate an animal shelter facility within the corporate city limits of Marshall for use by Harrison County and City of Marshall residents. In addition, the City of Marshall Animal Control Division will perform such duties as required within Harrison County to assure proper impoundment of suspected rabid domestic pets or other cats or dogs that have been legally impounded by the Harrison County Animal Control authority. The City's Animal Shelter Services do not include trapping nuisance animals, removal of deceased animals or conducting cruelty investigations.

5. The City, except as otherwise provided in this Agreement, shall have the sole control, administration, and direction of policies and operations of the Marshall Animal Shelter.

6. No party to this Agreement waives or relinquishes any immunity or defense on behalf of itself, its officers, employees, and agents as a result of its execution of this Agreement and performance to the covenants contained herein. Each party specifically reserves any claim it may have to sovereign, qualified, or official immunity as a defense to any action arising in conjunction with this Agreement.

7. This agreement shall be for a period of one (1) year, beginning October 1, 2025 and ending September 30, 2026.

8. It is understood and agreed by and between the City and County that either party to this agreement shall have the right to cancel this agreement on the 1st day of each month during the term covered by this Agreement, provided that the party desiring to cancel the same shall notify

the other party in writing of its desire to cancel this agreement at least sixty (60) days before the desired date of cancellation of same.

WITNESS THE EXECUTION HEREOF, in duplicate, this ____ day of _____, 2025.

ATTEST:

CITY OF MARSHALL

BY: _____
City Secretary

BY: _____
City Manager

ATTEST:

HARRISON COUNTY

BY: _____
County Clerk

BY: _____
County Judge



TO: City Council
DATE: November 20, 2025
ITEM #: 6.H
SUBJECT: Consider approval of a resolution naming Bojorquez Law Firm, PC to provide Special Counsel services; authorizing the execution of an addendum to the terms of engagement; providing an effective date; providing for proper meeting and notice. (City Attorney)

Recommendation for Action: Motion to approve a resolution naming Bojorquez Law Firm, PC to provide Special Counsel services; authorizing the execution of an addendum to the terms of engagement; providing an effective date; providing for proper meeting and notice.

Executive Summary: Staff is requesting approval of this resolution allowing Bojorquez Law Firm, PC to provide Special Counsel services; authorizing the execution of an addendum to the terms of engagement; providing an effective date; providing for proper meeting and notice for assistance with Charter revisions.

Focus Area(s): This item aligns with the following council adopted focus area(s): Improving Customer Service and Improving Communication.

Budget Cost: TBD

Staff Contact: Scott Rectenwald, City Attorney

Attachments:

1. 20251008_Marshall_Resolution Approving Addendum_v1_NH
2. Addendum ot Bojorquez contract

CITY OF MARSHALL, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS, NAMING BOJORQUEZ LAW FIRM, PC TO PROVIDE SPECIAL COUNSEL SERVICES; AUTHORIZING THE EXECUTION OF AN ADDENDUM TO THE TERMS OF ENGAGEMENT; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR PROPER MEETING AND NOTICE.

WHEREAS, the City Council of Marshall (“City Council”) finds it necessary for the public safety, health, and general welfare of the City of Marshall, Texas (the “City”) to retain legal counsel to provide legal services and representation as Special Counsel; and

WHEREAS, the City of Marshall, Texas selected the Bojorquez Law Firm, PC to provide Special Counsel services, which shall include assisting the City with the review and amendment of its City Charter, and advocating on behalf of the City; and

WHEREAS, the Addendum to the Engagement Letter with Bojorquez Law Firm, PC, dated November 13, 2019, has been reviewed and found to be acceptable by the City Council; and

WHEREAS, the City Council desires to approve the October 08, 2025 Addendum to the Engagement Letter between the City of Marshall and Bojorquez Law Firm, PC (the “Addendum”) and authorize the execution of the Addendum attached as **Exhibit “A.”**

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS, THAT:

SECTION 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct and are hereby adopted as findings of the City Council and are incorporated into the body of this Resolution as if fully set forth herein.

SECTION 2: The City Council hereby names Bojorquez Law Firm, PC to provide Special Counsel legal services to the City of Marshall, Texas.

SECTION 3: The City Council hereby approves and authorizes the execution of the October 08, 2025 Addendum to the Engagement Letter, attached as **Exhibit “A,”** a copy of same being attached hereto and incorporated herein for all purposes.

SECTION 4: This Resolution shall be in full force and effect from and after its passage.

SECTION 5: The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public, as required by law, at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

DULY RESOLVED & ADOPTED by the City Council of the City of Marshall, Texas this, the ____ day of _____, 2025.

The City of Marshall, Texas:

Amy Ware, Mayor

ATTEST:

Melissa Byrne Vossmer, City Manager

APPROVED AS TO FORM:

Scott Rectenwald, City Attorney

EXHIBIT “A”
Addendum to Engagement Letter

11675 Jollyville Road
Suite 300
Austin, Texas 78759



Phone: (512) 250-0411
Fax: (512) 250-0749
TexasMunicipalLawyers.com

October 08, 2025

Amy Ware, Mayor
401 S. Alamo Boulevard
Marshall, Texas 75670
Via: ware.amy@marshalltexas.net

Addendum to Standard Terms of Engagement: *City Attorney*

To Mayor Ware:

I am pleased to provide you with this Addendum to the Engagement Letter dated November 13, 2019, under which our firm, Bojorquez Law Firm, PC, served as *Special Counsel* to the City of Marshall, Texas. This Addendum reengages our services to assist the City with the review and amendment of its City Charter.

Our role as *Special Counsel* will remain unchanged, however, this Addendum authorizes our firm to provide legal services related specifically to the charter review process and preparation of proposed charter amendments.

If you find this Addendum acceptable, please acknowledge by countersigning and returning it to our office at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alan Bojorquez".

Alan Bojorquez
Managing Partner

CITY OF MARSHALL:

HOURLY BILLING RATES

The following hourly rates shall apply to this engagement.

Special Counsel

• Managing Partner (<i>Alan Bojorquez</i>)	\$385.00 per hour
• Partner (<i>Dottie Palumbo</i>)	\$365.00 per hour
• Partner (<i>Scott Tschirhart</i>)	\$365.00 per hour
• Partner (<i>Marianne Landers-Banks</i>)	\$365.00 per hour
• Of Counsel Attorney	\$365.00 per hour
• Senior Associate Attorney	\$275.00 per hour
• Associate Attorney	\$270.00 per hour
• Junior Associate Attorney	\$210.00 per hour
• Municipal Court Prosecution	\$195.00 per hour
• Consulting City Planner	\$125.00 per hour
• Law Clerk	\$115.00 per hour
• Legal Assistant	\$115.00 per hour
• Developer Projects (<i>Reimbursed by Applicant</i>)	\$290.00 - \$375.00 per hour
• Litigator (Trial Lawyer / Appellate Attorney)	\$290.00 - \$375.00 per hour
• Real Estate Acquisition / Eminent Domain	\$290.00 - \$375.00 per hour
• Water / Wastewater / Enviro / Utilities Attorney	\$290.00 - \$375.00 per hour



TO: City Council
DATE: November 20, 2025
ITEM #: 8.A
SUBJECT: **O-25-XX** Conduct a public hearing and consider approval of an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex) (**P&Z Item ZBA-25-04**). (Development Services)

Recommendation for Action: Following the public hearing, consider approval of an ordinance regarding a rezoning request for 1801 University Ave from R-2 (Single Family Detached) to R-6 (Duplex Triplex Quadraplex) as recommended by the Planning & Zoning Commission.

Alternatively, the Council may discuss and consider approval of an ordinance to rezone 1801 University Ave from R-2 (Single Family) to PD (Planned Development), a more stringent land use.

Should the Council determine approval of the rezoning request, the Council's motion should identify the approval of an ordinance and include the property (1801 University Ave), the existing zoning R-2 (Single Family Detached), and the proposed rezone (R-6, Duplex Triplex Quadraplex **OR** PD, Planned Development).

Executive Summary:

On July 14, 2025, the Planning and Zoning Commission conducted a public hearing to consider and make a recommendation to the City Council regarding a rezoning request of a 1.374+/- acre tract of land from R2 (Single Family Detached) to R6 (Duplex, Triplex, Quadplex), located at 1801 University Ave. (R31462.) Following the public hearing and discussion, a motion was made to recommend of the rezoning request to City Council for approval. The motion was seconded and passed by a vote of 4:1.

On August 28, 2025, City Council held a public hearing on the request. Several neighbors spoke in opposition to the request citing concern about the units being rentals and traffic increases as a result of the zoning change. A petition was submitted to council containing a number of names and addresses. The calculated protest for the 8-28-25 council meeting was just under two percent. There was lengthy discussion about the protest amount and how the city calculates protest. Council raised the potential of the property owner submitting for a Planned Development (PD) designation for the site which would help alleviate the concerns of the neighbors. The council voted to table the item in order to properly calculate protest and discuss options with the applicant.

After the meeting, Mark Priestner spoke with the applicant who was in favor of a Planned District. The City's GIS department verified the signatures on the petition to ensure consistency with state law. The revised calculated protest is 18.5%, still below the threshold needed for a super majority vote by council. The applicant has expressed their desire to proceed with the Planned Development. The applicants site plan is showing a front setback

(from University) of 50', and side setbacks of 14.5'. The site plan limits the height to 2 ½ stories and contains a maximum of 4 units, each containing 2 bedrooms. Off street parking is accommodated on the property, setback approximately 40' from university right-of-way.

The overall density is 3.81 units per acre, consistent with the surrounding neighborhood. The current zoning of R-2 zoning designation (9,000 sf lot minimum) allows for 5 units on this site. Thus, the traffic generated by the proposed development is consistent with the existing zoning.

While the current application is for the R-6 designation, state law allows the council to approve an area smaller than what has been proposed, and/or a more stringent land use. As the density is the same and the Planned District establishes more controls on the property, the Council can either vote on the current R-6 zoning request or for a Planned Development with site plan.

Mark Priestner, Halff and Associates, serves as the City's Planning Consultant and will assist in presenting the item to City Council for consideration.

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

Budget Cost:

Staff Contact: Alex Agnor, Assistant City Manager/Economic Development & Strategic Initiatives Director

Attachments:

1. ZBA-25-04_1801UniversityAve_Rezone (P&Z Packet)
2. ZBA-25-04-1801 University Protest Letter Responses
3. Protest Map
4. ORD-O-25-XX-1801 University (ZBA-25-04) - R2 to R6
5. ORD-O-25-XX-1801 University (ZBA-25-04) - R2 to PD (UPDATED)
6. Exhibit A - 1801 University Site Plan



P&Z Agenda Information Sheet

July 14, 2025

- A. **Agenda Item ZBA-25-04**-Conduct a public hearing to consider and make a recommendation to the City Planning and Zoning Commission regarding a rezoning request of a 1.374 acre tract of land from R2 (Single Family Detached) to R6 (Duplex, Triplex, Quadplex). Located at 1801University Ave. (R31462.)

Applicant:	Epic Royalty Inc. 2309 GILMER RD STE 101 LONGVIEW, TX 75604
Property Owner	Same as above
Surrounding Property Notices	42 Notices Sent within 200 ft. of the Site 3 Responses (2 For, 1 Against)
Location Map:	



Figure 1: ZBA-25-04

Background & Summary of Request:

The applicant is requesting the zoning be changed from R2 (Single Family Detached) to R6 (Duplex, Triplex, Quadplex). The Applicant is proposing to construct a quadplex on the property which would provide for additional housing in the area near Wiley University.

Picture of the Site:



Figure 2: Looking North on University Ave



Figure 3: Looking South on University Ave

Existing Conditions:

The property is currently vacant and wooded, and relatively flat with a gentle slope to the south.

The table below outlines the surrounding zoning and land uses:

	Zoning Classification	Land Use
North of the Property	R2 (Single Family Detached)	Single Family Homes with some Duplexes

East of the Property	R2 (Single Family Detached)	Single Family Homes with some Duplexes and Wiley University
South of the Property	R2 (Single Family Detached)	Single Family Homes
West of the Property	R2 (Single Family Detached)	Single Family Homes

Water service is available along the frontage of the site by an existing 8” water main along the right-of-way of University Ave. There is an existing 6” sewer main located on the north side University Ave.

Zoning Classification Analysis:

The applicant is requesting a zoning change from R2 (Single Family Detached) to R6 (Duplexes, Triplexes, Quadplexes). The applicant has indicated on their application that the proposed lot will be developed with a quadplex housing type along with adequate off-street parking.

Comprehensive Plan and Future Land Use Map Analysis:

The Future Land Use map identifies this property as Agriculture and Estate along with future residential properties.

The following questions should be answered when determining if a zoning change is appropriate:

1. Will the proposed change be in compliance with the goals of the Comprehensive Plan?

The request of R6 (Duplexes, Triplexes, Quadplexes) will be consistent with the Comprehensive Plan since there are other existing housing types in this area and will support student and faculty housing for Wiley University.

2. Will there be an adverse impact on surrounding property if the request is approved? In evaluating this question, consideration should be given to all permitted uses in the proposed new zoning and the impact it could have on surrounding property.

The surrounding property is currently zoned R2 with a mix of housing types including some preexisting legal nonconforming duplexes. This requested change would not be a significant change in zoning as there are other residential housing types in the immediate area.

3. Is the property suitable for use as it is currently zoned or does the zoning need to be changed to allow the property to be put to use in a way that is in keeping with the surrounding activities.

As already stated, the property is currently surrounded by residential housing so changing the zoning would be a consistent use of the zoning district. It is anticipated that there will be additional rezoning request within some of the R2 zones to accommodate duplexes, triplexes and quadplexes as that type of housing stock has become very popular in the area.

4. What is the relationship of the proposed change to the health, safety and welfare of the general community? In other words, will the change make the community better or is it merely for the convenience of the owner? Will surrounding property owners suffer or lose any enjoyment in the area of their property as a result of this change? Does the proposed change seem to be a logical extension of similar types of development?

Based on existing conditions the proposed change/use will not have an immediate negative effect on the community.

Suggested Motions:

1. Motion to recommend approval of case number ZBA-25-04 as requested.

CASE NUMBER/NAME: 1801 University Ave

Planning and Zoning Commission
City of Marshall
P.O. Box 698
Marshall, TX 75671
(903) 935-4407

Dear Commissioners:

Find listed below my opinion on the above referenced application which is scheduled for public hearing before the Planning and Zoning Commission on MONDAY, 7/14/25 at 6:00 p.m. and before the City Council on THURSDAY, 7/24/25 at 6:00 p.m. in the Jean Birmingham Council Chambers of City Hall, 401 S. Alamo Blvd.

I am **FOR** this Zone Change X I am **AGAINST** this Zone Change _____

Anita Peterson

Name (Please print)

Anita Peterson

Signature

1704 South Street

Mailing Address

903-407-1811

Phone #

6-30-2025

Date

CASE NUMBER/NAME: 1801 University Ave

Planning and Zoning Commission
City of Marshall
P.O. Box 698
Marshall, TX 75671
(903) 935-4407

Dear Commissioners:

Find listed below my opinion on the above referenced application which is scheduled for public hearing before the Planning and Zoning Commission on MONDAY, 7/14/25 at 6:00 p.m. and before the City Council on THURSDAY, 7/24/25 at 6:00 p.m. in the Jean Birmingham Council Chambers of City Hall, 401 S. Alamo Blvd.

I am **FOR** this Zone Change

☒ I am **AGAINST** this Zone Change _____

DeLores Marion

Name (Please print)

DeLores Marion

Signature

1705 South Street

Mailing Address

903-578-5880

Phone #

6-30-2025

Date

CASE NUMBER/NAME: 1801 University Ave

Planning and Zoning Commission
City of Marshall
P.O. Box 698
Marshall, TX 75671
(903) 935-4407

Dear Commissioners:

Find listed below my opinion on the above referenced application which is scheduled for public hearing before the Planning and Zoning Commission on **MONDAY, 7/14/25** at 6:00 p.m. and before the City Council on **THURSDAY, 7/24/25** at 6:00 p.m. in the Jean Birmingham Council Chambers of City Hall, 401 S. Alamo Blvd.

I am **FOR** this Zone Change _____ I am **AGAINST** this Zone Change ☒

Property value will decrease, need
single family dwellings.

Jeffrey L. Wilborn

Name (Please print)

Jeffrey L. Wilborn

Signature

1808 University Ave Marshall, Tx 75670

Mailing Address

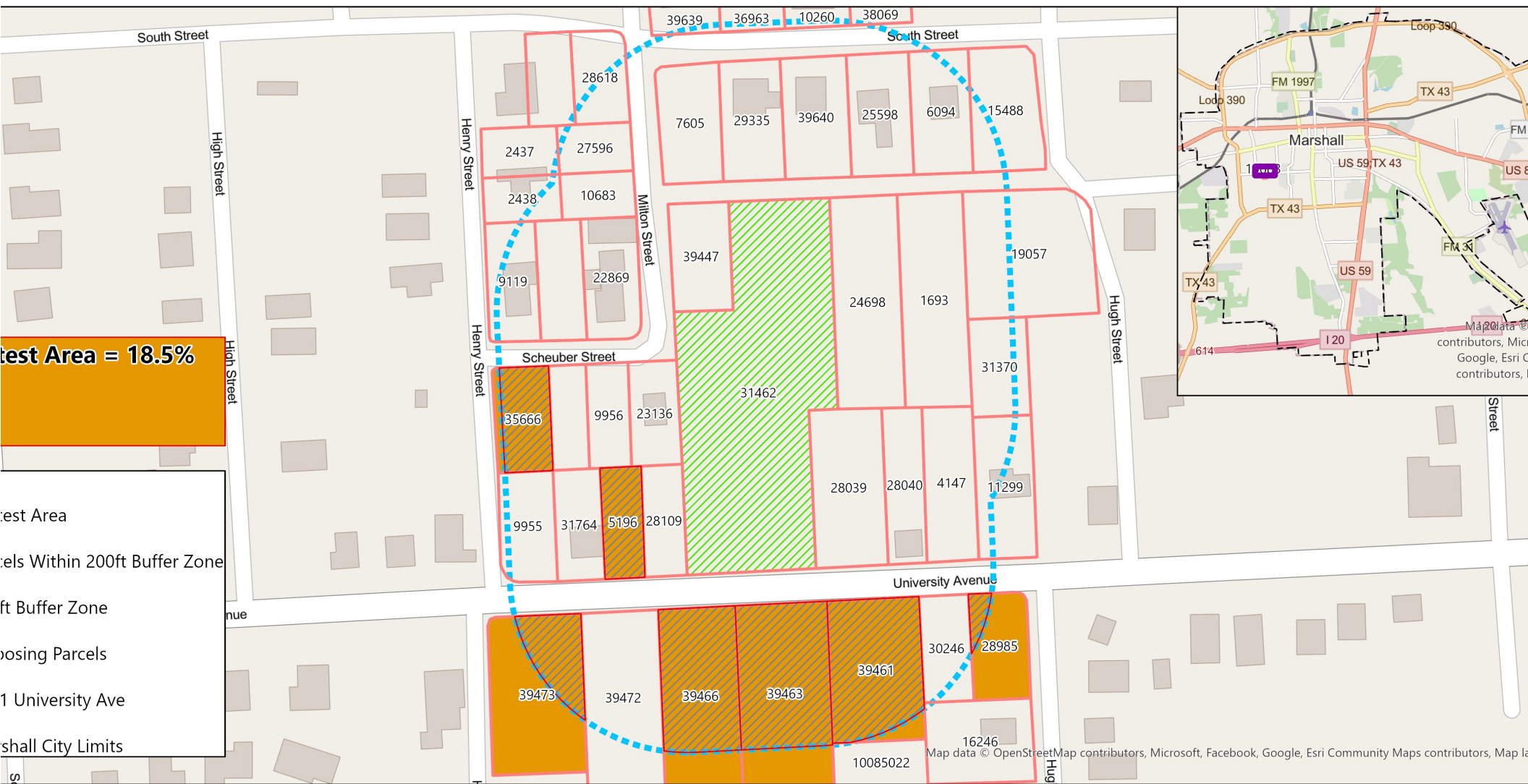
817-707-5446

Phone #

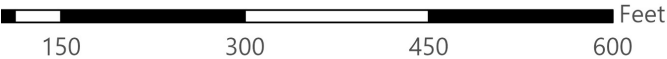
7/11/25

Date

PARCEL R31462 REZONING OPPOSITION MAP



Prepared by City of Marshall Public Works Department
GIS Division
August 2025



ORDINANCE NO _____

An Ordinance Amending Ordinance No. O-87-13 to rezone an approximately 1.374 acre tract of land from R-2 (Single Family Detached) to R-6 (Duplex, Triplex, Quadplex) located at 1801 University (R31462) in Marshall, TX.

WHEREAS, the City of Marshall enacted zoning on December 13, 1951 and amended said ordinance on July 7, 1963 and on March 26, 1987 repealed and replaced all ordinance with Ordinance No. 0-87-13 amending the Code of Ordinances of the City of Marshall to add Chapter 32 regarding Zoning; and

WHEREAS, a Zoning District Map was adopted as a part of Ordinance No. 0-87-13; and

WHEREAS, Chapter 32, Section 14 of the Code of Ordinances established a procedure for a property owner, his agent, or the City to request zoning district map amendments; and

WHEREAS, the Planning & Zoning Commission, after due and proper notice in the manner and for the length of time required by law, held a public hearing for the purpose of considering proposed changes to the Zoning District Map; and

WHEREAS, after the close of said public hearing and pursuant thereto, the Planning & Zoning Commission filed a written report with the City Council, recommending changes in the Zoning District Map; and

WHEREAS, pursuant to said report and after notice in the manner and for the length of time required by law, the City Council held a public hearing in Marshall, Texas at City Hall on the 20th day of November, 2025 at 6:00pm for the purpose of considering the requested Zoning Map change, and at which hearing all property owners, interested parties, and interested citizens had an opportunity to be heard; and

WHEREAS, the City Council, after considering the proposed changes and after hearing all parties and citizens desiring to be heard, deems that the following changes are necessary and for the best interest of the general welfare of the citizens of the City of Marshall, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS THAT:

Section 1. The facts and opinions in the preamble of this ordinance are true and correct.

Section 2. THAT THE ZONING MAP ESTABLISHED BY ORDINANCE NO. O-87-13 IS HEREBY AMENDED TO REZONE THAT CERTAIN LOT FROM R-2 TO R-6 LOCATED AT 1801 UNIVERSITY (R31462) IN MARSHALL, TX.

Section 3. All ordinances and agreements and parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

PASSED on the 20th day of November, 2025.

AYES: ____

NOES: ____

ABSTAINED: ____

MAYOR OF THE CITY
COUNCIL OF THE CITY OF
MARSHALL, TEXAS

ATTEST:

CITY SECRETARY

ORDINANCE NO _____

An Ordinance Amending Ordinance No. O-87-13 to rezone an approximately 1.374 acre tract of land from R-2 (Single Family Detached) to PD (Planned Development District) located at 1801 University (R31462) in Marshall, TX.

WHEREAS, the City of Marshall enacted zoning on December 13, 1951 and amended said ordinance on July 7, 1963 and on March 26, 1987 repealed and replaced all ordinance with Ordinance No. 0-87-13 amending the Code of Ordinances of the City of Marshall to add Chapter 32 regarding Zoning; and

WHEREAS, a Zoning District Map was adopted as a part of Ordinance No. 0-87-13; and

WHEREAS, Chapter 32, Section 14 of the Code of Ordinances established a procedure for a property owner, his agent, or the City to request zoning district map amendments; and

WHEREAS, the Planning & Zoning Commission, after due and proper notice in the manner and for the length of time required by law, held a public hearing for the purpose of considering proposed changes to the Zoning District Map; and

WHEREAS, after the close of said public hearing and pursuant thereto, the Planning & Zoning Commission filed a written report with the City Council, recommending changes in the Zoning District Map; and

WHEREAS, pursuant to said report and after notice in the manner and for the length of time required by law, the City Council held public hearings in Marshall, Texas at City Hall on the 28th day of August, 2025, and the 11th day of September, 2025, at 6:00pm for the purpose of considering the requested Zoning Map change, and at which hearings all property owners, interested parties, and interested citizens had an opportunity to be heard; and

WHEREAS, the City Council moved to table the item to allow the owner of the subject property time to consider a Planned Development District (PD), as defined in the Chapter 32, Section 20.16 of the Code of Ordinances of the City of Marshall; and

WHEREAS, pursuant to the consideration and after notice in the manner and for the length of time required by law, the City Council held a public hearing in Marshall, Texas at City Hall on the 20th day of November, 2025 at 6:00pm for the purpose of considering the requested Zoning Map change for a Planned Development District, and at which hearing all property owners, interested parties, and interested citizens had an opportunity to be heard; and

WHEREAS, the City Council, after considering the proposed changes and after hearing all parties and citizens desiring to be heard, deems that the following changes are necessary and for the best interest of the general welfare of the citizens of the City of Marshall, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS THAT:

Section 1. The facts and opinions in the preamble of this ordinance are true and correct.

Section 2. THAT THE ZONING MAP ESTABLISHED BY ORDINANCE NO. O-87-13 IS HEREBY AMENDED TO REZONE THAT CERTAIN LOT FROM R-2 TO PD, PURSUANT TO THE COMPREHENSIVE SITE PLAN ATTACHED HERETO AS EXHIBIT A, LOCATED AT 1801 UNIVERSITY (R31462) IN MARSHALL, TX.

Section 3. The comprehensive site plan (Exhibit A) shall be filed as a part of the ordinance prior to the issuance of any building permit in the Planned Development District.

Section 4. All ordinances and agreements and parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

PASSED on the 20th day of November, 2025.

AYES: ____

NOES: ____

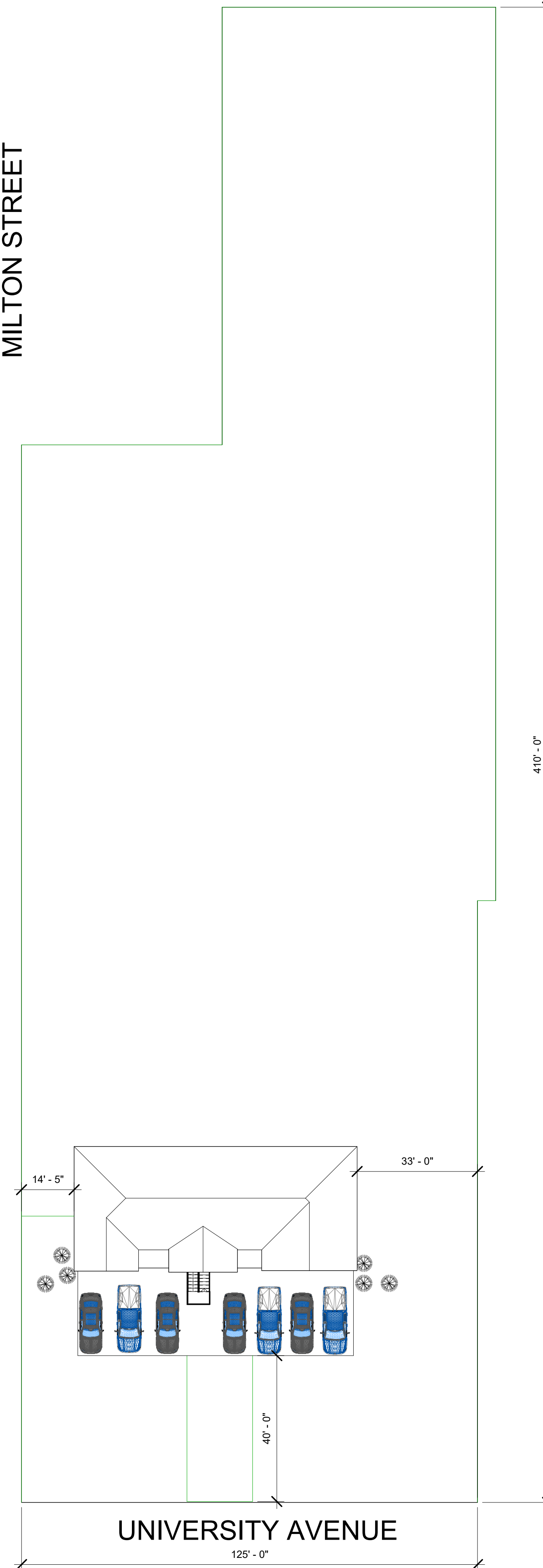
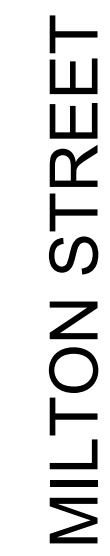
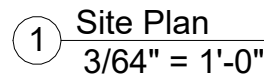
ABSTAINED: ____

MAYOR OF THE CITY
COUNCIL OF THE CITY OF
MARSHALL, TEXAS

ATTEST:

CITY SECRETARY

EXHIBIT A



Tavida Harris
Lot 175
University Avenue

[illegible]

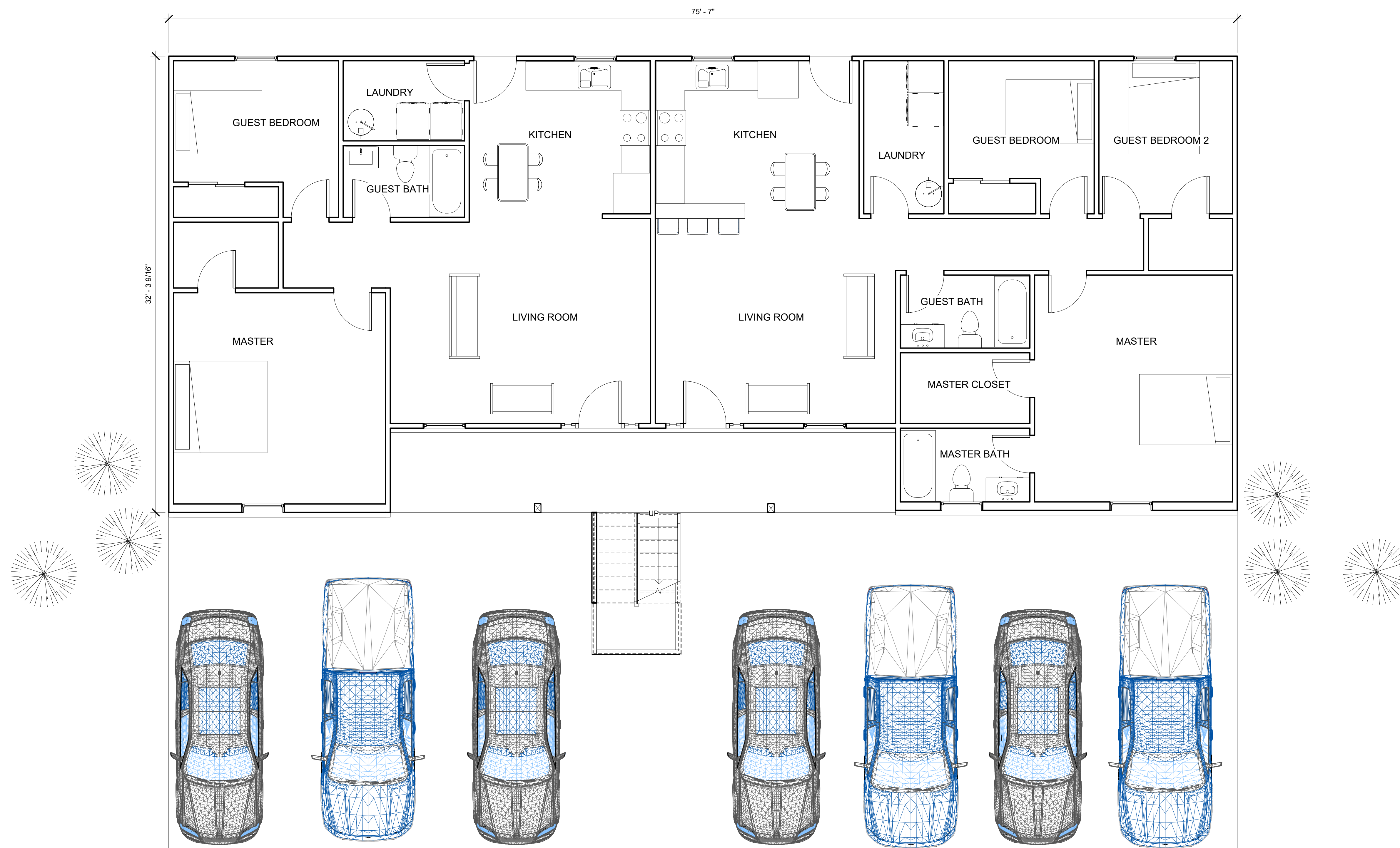
Harris
apartments
Site Plan

Project number:	154a
Date	Oct. 2025
Drawn by	Vanessa Christopher
Checked by	Vanessa Christopher
C1	
Scale	3/64" = 1'-0"



Tavida Harris
Lot 175
University Avenue

Harris apartments First Floor Plan	
Project number	154
Date	Oct. 2021
Drawn by	Vanessa Christopherson
Checked by	Vanessa Christopherson
A1	
Scale	1/4" = 1'-0"



① First Floor
1/4" = 1'-0"





TO: City Council
DATE: November 20, 2025
ITEM #: 9.A
SUBJECT: Consider approval of an ordinance amending Chapter 27, Section 15.2 No Parking to address access for emergency vehicles due to large parties/disturbances. (Police)

Recommendation for Action: Motion to approve an ordinance amending Chapter 27, Section 15.2 No Parking to address access for emergency vehicles due to large parties/disturbances.

Executive Summary:

The proposed amendment to the City of Marshall's No Parking Ordinance seeks to update and clarify designated no parking zones within specific areas of the city. Over time, increased traffic volume, changes in land use, and recent events have created areas where existing parking regulations no longer adequately address current safety and traffic flow concerns.

This update will incorporate new locations identified through field evaluations conducted by the Marshall Police Department, Marshall Fire Department and the Public Works Department. These areas include high-traffic corridors, intersections with limited visibility, and locations where on-street parking has obstructed access for emergency vehicles and hindered pedestrian safety.

The goal of the amendment is to improve roadway safety, ensure compliance with state and local traffic codes, and enhance accessibility for residents, visitors, and emergency services. Signage will be installed or replaced as necessary to reflect the updated restrictions.

This action will bring the ordinance into alignment with current operational needs, ensuring that the City's parking regulations remain accurate, enforceable, and responsive to community safety priorities.

Focus Area(s): This item aligns with the following council adopted focus area(s): Improve Customer Service, Improve Community Appearance.

Budget Cost:

Staff Contact: Chief of Police Cliff Carruth

Attachments: 1. No Parking Ordinance

AN ORDINANCE AMENDING CHAPTER 27-15.2 OF THE ORDINANCES OF THE CITY OF MARSHALL, TEXAS, ENTITLED “ NO PARKING- IN DESIGNATED AREA; PLACEMENT OF SIGNS” ; AND DESIGNATING OFFENSES AND PENALTIES FOR VIOLATION OF THIS SECTION; PROVIDING FOR PUBLICATION AND ESTABLISHING AN EFFECTIVE DATE FOR SUCH ORDINANCE.

WHEREAS the City Council of the City of Marshall (“the Council” herein) finds that ordinances providing for and regulating no parking areas are essential to the safety and welfare of its citizens and the protection of property within the City; and

WHEREAS the Council finds that establishing no parking areas are a fundamental part of controlling traffic on its streets, and is a fundamental part of both the Police and the Fire Department’s ability move equipment and vehicles in populated areas to protect citizens and property; and

WHEREAS the existing ordinance regulating area where parking is prohibited does not include the areas mentioned below where it is now advisable to prohibit parking for the safety and welfare of the community in those areas; and

WHEREAS, the Council wishes to amend Chapter 27 of the Code of Ordinances entitled to revise Section 27-15.2,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS:

Section 1. That the findings set out in the preamble to this ordinance are hereby in all things approved.

Section 2. That a new section of Section 27-15.2 of Chapter 27 of the Code of Ordinances entitled ““ **NO PARKING- IN DESIGNATED AREA; PLACEMENT OF SIGNS**” is hereby amended to read as follows:

“ 27-15.2 NO PARKING- IN DESIGNATED AREA; PLACEMENT OF SIGNS

Sec. 27-15.2. - No parking—In designated areas; placement of signs.

(a) It shall be unlawful for any person to park a motor vehicle or trailer of any weight or size on a roadway or shoulder within the following designated "no parking" zones:

- (1) North four hundred (400) feet along the western-most shoulder of U.S. Highway 59, beginning with the centerline of Poplar Street.

- (2) South four hundred (400) feet along the eastern-most shoulder of U.S. Highway 59, beginning with the centerline of Poplar Street.
- (3) On either the west or the east side of U.S. Highway 59, South between Cox Road and Martin Lake Road.
- (4) The inside perimeter of the old County Courthouse Square (Peter Whetstone Square). This area is bound on the south by eastbound Houston Street, on the east by northbound Bolivar Street, on the north by westbound Houston Street, and on the west by southbound Wellington Street.
- (5) The east side of Bolivar Street from an extension of a line from the south curb line of Peter Whetstone Square to the south curb line of East Houston Street.
- (6) The west side of Wellington Street from an extension of a line from the North curb line of Peter Whetstone Square to the north curb line of West Houston Street.
- (7) On either the north or south side of West Grand Avenue from a point fifty (50) feet west of the driveway of 3612 West Grand Avenue to a point fifty (50) feet east of the driveway of 3508 West Grand Avenue.
- (8) On either the north or south side of W. Merritt Street from its intersection with S. Washington Street to its intersection with Elsie Street, except for two (2) parking spaces on the south side of W. Merritt Street beginning approximately one hundred eighty (180) feet west of its intersection with S. Washington Street (said parking spaces to be marked by painted lines and each parking space to be twenty-two (22) feet in length and eight (8) feet in width).
- (9) On either the north or south side of Johnson Street from its intersection with East End Boulevard (US Hwy 59) to its intersection with S. Garrett Street.
- (10) On either the west side or the east side of U.S. Highway 59 South between the 2300 Block to the 2500 Block of South Highway 59.
- (11) On either the east or west side of Evans Street from its intersection with Herndon Street to its intersection with Rainey Street.
- (12) On either the east side or west side of Jasper Drive from its intersection with Fitzgerald to John Reagan between the hours of 7:00 a.m. and 4:00 p.m. on school days.

(13) On the west side of Wiley Avenue between University Avenue to Moore Street; in addition, it be unlawful for any person to operate, stop or park a vehicle in this same area so as to needlessly, unnecessarily and unwarrantedly block, obstruct or interfere with the orderly flow of traffic, vehicular and/or pedestrian. Proof that such traffic was blocked, obstructed or interfered with shall be prima facie evidence that such blocking, obstructing and interference was needless, unnecessary and unwarranted.

(14) Parking shall be limited to a one (1) hour time limit from 8:00 a.m. to 5:00 p.m. Monday through Friday for parking on the west side of South Wellington Street from the intersection with West Bowie Street to a point one hundred (100) feet north of West Bowie Street and on the north side of West Bowie Street from the intersection with South Wellington Street to a point sixty-five (65) feet west of South Wellington Street.

(15) On the north side of Moore Street from its intersection with Grove Street to its intersection with Francis Street.

(16) On the north side of East Merritt Street and Henley Perry Drive in their entirety.

(17) The east and west side of the 1500 and 1600 block of Pecan St. adjacent to MISD property. No parking on school days between the hours of 7:30 a.m. and 4:00 p.m.

(18) 1400 block of Five Notch Road East and West from the 1600 block of Dunbar Street South to the dead end. No Parking on school days between the hours of 7:30 a.m. and 5:00 p.m. This area will be enforced by citation or towing.

(19) The 2100 block of Bomar Street from Pinecrest Drive (TX43) north to Forrest Terrace, both sides of the street. This area will be enforced by citation or towing.

(20) The 1800-1900 block of Evans St. on the West side of the roadway.

(21) The 1800-1900 block of Olive Street on the West Side of the roadway

(22) From 100 University Avenue to 1300 University (Starting at Washington -Sanford on both sides of the roadway.

(23) The entire 700 block Bert Street on the North side.

(24) The 600 block through the 800 block Valliloma Street on the East side of roadway

(b)Exception: The following are deemed to be exceptions to this ordinance [subsections (a)(4)—(6)] and parking in strict compliance herewith shall not be unlawful or in violation of this section:

(1)The inset area north of the Old Courthouse is designated as a parking and waiting area for licensed taxicab only; and

(2)The inset area south of the Old Courthouse is designated for tour bus parking only.

(c)The city will place, or cause to be placed, signs to specifically designate "no parking" zones.”

Section 3. That the meeting at which this ordinance was passed was conducted in strict compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).

Section 4. That all other prior ordinances or portions of ordinances of the City of Marshall in conflict with the terms and provisions of this ordinance are hereby repealed to the extent of such conflict only.

Section 5. That the repeal of any ordinance or portion of an ordinance by this ordinance shall not affect the validity of any pending enforcement action or fines outstanding and due and payable on or before the effective date of this ordinance.

Section 6. That if any section, paragraph, subdivision, clause, phrase or provision of this ordinance is hereafter determined to be invalid or in violation of the laws of the State of Texas or the Constitution of the United States by a court of appropriate jurisdiction, such finding of invalidity shall affect the continued enforcement only of the provision or provisions so determined to be invalid, it being the intent of the City Commission of the City of Marshall that all other terms and provisions of this ordinance not affected thereby shall remain in full force and effect.

Section 7. That this ordinance shall be effective from and after its passage and publication as required by law.

PASSED AND APPROVED this _____ day of _____, 2025.

AYES: _____

NOES: _____

ABSTAINED: _____

MAYOR OF THE CITY COUNCIL OF THE CITY
OF MARSHALL, TEXAS

ATTEST:

City Secretary



TO: City Council
DATE: November 20, 2025
ITEM #: 10.A
SUBJECT: Consider approval of a resolution denying the application to increase rates filed by Southwestern Electric Power Company on about October 14, 2025; requiring the reimbursement of municipal rate case expenses; authorizing participation in the coalition of similarly situated cities; authorizing intervention and participation in related rate proceedings; authorizing the retention of special counsel; finding that the meeting complies with the open meetings act; making other findings and provisions related to the subject; and declaring an effective date. (City Attorney)

Recommendation for Action:

Executive Summary:

Focus Area(s): This item aligns with the following council adopted focus area(s): Improving Customer Service, Improving Communication

Budget Cost:

Staff Contact: Scott Rectenwald, City Attorney

Attachments:

1. Dkt58819-Resolution-Denial-CARD-AIS-FINAL-102425
2. Dkt58819-Resolution-Denial-CARD-RESOLUTION-FINAL-102425

AGENDA INFORMATION SHEET
ITEM NO. _____

**RESOLUTION BY THE CITY OF THE CIT OF MARSHALL, TEXAS (“CITY”)
DENYING SOUTHWESTERN ELECTRIC POWER COMPANY’S PROPOSED
INCREASE IN RATES**

BACKGROUND:

On about October 14, 2025, the Southwestern Electric Power Company (“SWEPCO”) filed an application to increase its net revenues by approximately \$94.9 million, which equates to an increase of approximately 13.48%. SWEPCO filed its application with the City and with the Public Utility Commission of Texas (PUCT) on the same date.

Currently SWEPCO recovers a portion of its revenue – about \$69 million through several surcharges, also known as “riders,” such as its “Transmission Cost Recovery Factor” (“TCRF”), its “Distribution Cost Recovery Factor” (“DCRF”), its surcharge to recover the costs of its Advanced Metering System. The PUCT’s rules require SWEPCO to move revenue it currently recovers through its DCRF, TCRF, and AMS surcharge, to recovery through its base rates. Thus, though SWEPCO’s increase in “base rates” is about \$163.9 million, that increase is offset by about \$69 million by reducing its riders and surcharges to zero, thus resulting in an increase of about \$94.9 million in revenue collected from customers.

SWEPCO’s application requests an effective date of November 18, 2025, for its proposed increase in rates. Additionally, pursuant to state law, SWEPCO has requested that the final rates set in this proceeding relate back to usage occurring 155 days after the filing of the application, or March 18, 2026. This means that under SWEPCO’s request, the final rates set in this case will relate back to usage occurring on and after March 18, 2026.

KEY DRIVERS OF INCREASE:

The main drivers of SWEPCO’s proposed increase in rates are:

1. A proposed return on equity of 10.75% with a capital structure comprised of 48.02% equity and 51.98% long-term debt. Note that in SWEPCO’s 2022 rate case, the Commission awarded SWEPCO a return on equity of 9.25% and a capital structure comprised of 49.37% and 50.63% long-term debt.

2. Capital additions of about \$600 million since its last rate case.
3. An increase in its self-insurance reserve to be funded by an annual accrual of \$21.5 million.
4. Recovery of increases in purchased-power costs SWEPCO contends it is and will continue to incur.
5. Recovery of an increase of about \$5.0 million over current spend levels of about \$12 million for vegetation management.
6. Recovery of the undepreciated value of the Pirkey power plant, which SWEPCO retired early, which the PUCT concluded was imprudent for SWEPCO to have retired the plant early.

ASSIGNMENT OF INCREASE TO CUSTOMER CLASSES:

SWEPCO proposes to allocate its proposed base revenue increase, excluding the cost of fuel, among the customer classes as follows:

<u>Rate Class</u>	<u>Base Revenue Change</u>	<u>Base Percent Increase**</u>	<u>Total % Change @ Proposed Revenue††</u>
Residential	\$65,986,839	41.26%	12.90%
General Service	\$7,941,672	29.84%	4.33%
Light & Power	\$42,089,946	29.84%	7.39%
Cotton Gin	\$175,099	83.33%	17.46%
Industrial	\$41,899,554	78.73%	30.66%
Municipal	\$2,421,140	62.58%	20.06%
Municipal Lighting	\$1,689,786	62.29%	25.52%
Lighting	\$1,691,431	29.45%	7.30%

****Excludes Offset from Reductions in Riders/Surcharges**

††Includes Offset from Reductions in Riders/Surcharges

RESIDENTIAL BILL IMPACT FROM PROPOSED INCREASE:

a. Comparison of Current to Proposed Rates:

RESIDENTIAL	Current	Proposed
Cust. Charge/Mo.	\$9.42	\$13.31
Usage Charge/kWh (May-Oct)	\$0.084603	\$0.119577
kWh Charge (Nov-Apr) (<=600 kWh)	\$0.062748	\$0.088636
kWh Charge (Nov-Apr) (>600 kWh)	\$0.051277	\$0.072432
Riders (TCRF, DCRF, EECRF Rate Case Expenses)/kWh	\$0.020548	\$0.006415
AMS Surcharge/month	\$2.82	\$0.00
Fuel	\$0.031109	\$0.031109

b. The effect of SWEPCO's proposed increase on the base rate portion of a Residential customer's bill, is as shown below:

Annual Avg.	1000 kWh	1500 kWh	2000 kWh
Increase \$	\$16.43	\$23.38	\$37.32
Increase %	15.77%	15.76%	15.75%

SPECIAL COUNSEL RECOMMENDATION:

CARD's Special Counsel, the firm of Herrera Law & Associates, PLLC, recommends that the City Council:

1. Deny SWEPCO's proposed increase in revenue and changes in rates;
2. Intervene in SWEPCO's pending case at the Public Utility Commission of Texas and to fully participate in such proceedings and any proceedings arising from those proceedings;
3. Direct SWEPCO to reimburse the CARD cities' rate case expenses for review of SWEPCO's application to increase rates and to participate in the proceedings at the PUCT, and related appeals to court, if any.

4. Participation regarding SWEPCO's rates, operations, and services through the coalition of cities known as the Cities Advocating Reasonable Deregulation (CARD)

CITY ACTION REQUIRED BY NOVEMBER 18, 2025:

Although under its original filing, the City would have to take action by no later than **November 18, 2025**, SWEPCO's proposed effective date of SWEPCO's requested rate increase, our rate counsel, Alfred R. Herrera and Associates obtained an extension for the City Council to take action on its regularly scheduled November 20th, 2025 meeting

RESOLUTION NO. _____

RESOLUTION BY THE CITY OF THE CITY OF MARSHALL, TEXAS (THE “CITY”) DENYING THE APPLICATION TO INCREASE RATES FILED BY SOUTHWESTERN ELECTRIC POWER COMPANY ON ABOUT OCTOBER 14, 2025; REQUIRING THE REIMBURSEMENT OF MUNICIPAL RATE CASE EXPENSES; AUTHORIZING PARTICIPATION IN THE COALITION OF SIMILARLY SITUATED CITIES; AUTHORIZING INTERVENTION AND PARTICIPATION IN RELATED RATE PROCEEDINGS; AUTHORIZING THE RETENTION OF SPECIAL COUNSEL; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Southwestern Electric Power Company (“SWEPCO” or “Company”) filed a Statement of Intent with the City on about October 14, 2025 to increase its base revenues; and

WHEREAS, the City is a regulatory authority under the Public Utility Regulatory Act (“PURA”) and under Chapter 33, §33.001 et seq. of PURA has exclusive original jurisdiction over SWEPCO’s rates, operations, and services within the municipality;

WHEREAS, SWEPCO’s proposed increase in rates would result in a net increase to its base revenues of approximately \$94.9 million, which equates to a net increase of approximately 13.48% in base revenue, not including fuel or other revenue; and

WHEREAS, for a Residential customer using 1,000 kWh per month, if SWEPCO’s proposed increase is approved, the bill impact to that Residential customer would be an annual average increase of about \$16.43 per month; and

WHEREAS, the Company seeks a Return on Equity (ROE) of 10.75%; and

WHEREAS, SWEPCO seeks to increase its depreciation expense, increase its self-insurance reserve fund, recover costs related to certain purchased power agreements, recover the undepreciated value of the Pirkey power plant resulting from the imprudent early retirement of that plant, and seeks to increase its vegetation-management costs; and

WHEREAS, SWEPCO's rate request consists of a voluminous amount of information including SWEPCO's rate-filing package, exhibits, schedules, and workpapers; and

WHEREAS, the City will require the assistance of specialized legal counsel and rate experts to review the merits of SWEPCO's application to increase rates; and

WHEREAS, to the extent SWEPCO seeks review at the Public Utility Commission of Texas of the City's final decision regarding SWEPCO's statement of intent to change rates, or because SWEPCO has submitted a statement of intent to the Public Utility Commission of Texas to increase rates in the environs of the City on the same date it submitted its request to the City, the decision of the Public Utility Commission of Texas will have an impact on the rates paid by the City and its citizens who are customers of SWEPCO, and in order for the City's participation to be meaningful it is important that the City promptly intervene in such proceeding at the Public Utility Commission of Texas..

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, TEXAS THAT:

Section 1. The findings set out in the preamble are in all things approved and incorporated herein as if fully set forth.

Section 2. SWEPCO failed to show that its proposed rates are just and reasonable.

Section 3. The City hereby **DENIES** SWEPCO's request to increase rates and retains in place SWEPCO's rates in effect prior to the date upon which SWEPCO filed its statement of intent to change rates and finds that:

- A. The Rate Filing Package fails to provide sufficient information to justify the requested increase in revenue or to justify the changes set forth in the attached tariffs;
- B. The Rate Filing Package fails to provide sufficient information to justify a return on equity of 10.75%;

- C. The Rate Filing Package fails to provide sufficient information to justify the adoption of the rate base, expenses, investment, return on equity, and other rate issues noted in the Public Utility Regulatory Act.

Section 4. The City authorizes intervention in proceedings related to SWEPCO's Statement of Intent before the Public Utility Commission of Texas and related proceedings in courts of law and participation in the coalition of cities known as Cities Advocating Reasonable Deregulation.

Section 5. The City joins and continues its participation with other cities in a coalition of cities known as Cities Advocating Reasonable Deregulation with the understanding that the Steering Committee of CARD is to provide direction and guidance to Special Counsel representing said cities.

Section 6. The City hereby orders SWEPCO to reimburse the City's rate case expenses as provided in the Public Utility Regulatory Act and that SWEPCO shall do so on a monthly basis and within 30 days after submission of the City's invoices for the City's reasonable costs associated with the City's activities, through its participation in CARD, related to its rate review or to related proceedings involving SWEPCO before the City, the Public Utility Commission of Texas, or any court of law.

Section 7. Subject to the right to terminate employment at any time, the City retains and authorizes the law firm of Herrera Law & Associates, PLLC to act as Special Counsel with regard to rate proceedings involving SWEPCO before the City, the Public Utility Commission of Texas, or any court of law and to retain such experts as may be reasonably necessary for review of SWEPCO's rate application subject to approval by the City.

Section 8. The City, in coordination with the Steering Committee, shall review the invoices of the lawyers and rate experts for reasonableness before submitting the invoices to SWEPCO for reimbursement.

Section 9. The City Secretary or other appropriate city official shall provide a copy of this Resolution to Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, either to P.O. Box 302799, Austin, Texas 78703, or by email to

aherrera@herrerlawpllc.com, and as a courtesy, provide a copy to SWEPCO's local representative.

Section 10. The meeting at which this resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 11. To the extent any Resolution previously adopted by the City Council is inconsistent with this Resolution, it is hereby superseded.

Section 12. This resolution shall become effective from and after its passage.

PASSED AND APPROVED this _____ day of _____, 2025.

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: November 20, 2025
ITEM #: 10.B
SUBJECT: Consider approval of a Resolution to cast votes for the Harrison Central Appraisal District Board of Directors. (City Manager)

Recommendation for Action: Cast votes for nominees.

Executive Summary: Information from the Appraisal District is attached regarding the casting of the City of Marshall's votes for election of directors to the Appraisal District board. Each taxing entity that participates in the Appraisal District is assigned a number of votes based on the tax levy of each jurisdiction.

This year the City of Marshall has 356 votes out of the 5,000 total votes. Any part of the 356 votes may be cast for any of the nominees. The candidates nominated by the City Council at the October 9th Council Meeting were as follows:

Ted Huffhines (Current Member)
Jacob Fullbright

These candidates were also nominated by Marshall ISD. However, Council can cast the votes in any manner it chooses, split or not split. Attached is the Resolution, as submitted by the HCAD.

Votes must be cast, and the Resolution submitted to the Chief Appraiser of the Harrison Central Appraisal District before December 15, 2025.

Focus Area(s):

Budget Cost: N/A

Staff Contact: Melissa Byrne Vossler, City Manager

Attachments: 1. 2026-2027 Ballot- COM and Resolution

Harrison Central Appraisal District

PO Box 818 ♦ 201 W. Grand Avenue Marshall, TX 75671 ♦ 903-935-1991

J. Lee Flowers, B.S., RPA, RTA

Chief Appraiser

Date: 14-Oct-2025

To: All Taxing Units, Presiding Officers and County Commissioners

From: Chief Appraiser

Re: 2026-2027 HCAD Director Voting Ballot

Folks:

The following list comprises the 2026-2027 HCAD Board of Directors Ballot:
Votes must be cast by official action and a copy of that action filed with me before:

12/15/2025

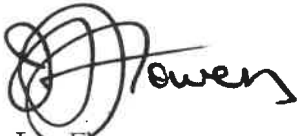
Enclosed, you will find a copy of the resolution ballot. You may cast your votes for one candidate or distribute them to several candidates.

The list of nominees for this election cycle are...

Jason Ainsworth	Jay Nelson
Ross Brown	Albert Tiller
Jacob Fulbright	Lacy Warren
Ted Huffhines	
Pat McGill	

If you have any questions please contact me.

Respectfully yours,



J. Lee Flowers
Chief Appraiser

Encl.

Cc: HCAD Directors

Voting Allocation for HCAD

2026-2027 Directorship Terms

§6.03(d) Texas Property Tax Code

[illegible]

**A Resolution In Order To Cast
Votes For The Board Of Directors Of
The Harrison Central Appraisal District**

WHEREAS, Section 6.03(c) of the Texas Property Tax Code requires the election of the board of directors of an appraisal district by vote of the governing bodies of the participating taxing entities entitled by the Code to vote; and

WHEREAS, the Harrison Central Appraisal District Board of Directors is comprised of five elected members; and

WHEREAS, the City of Marshall is a participating taxing entity of the Harrison Central Appraisal District entitled to vote; and

WHEREAS, the City of Marshall is entitled by cumulative voting to cast 356 votes for the Harrison Central Appraisal District Board of Directors;

NOW, THEREFORE, BE IT RESOLVED that the City of Marshall casts its votes for the following nominee(s) for the Board of Directors, Harrison Central Appraisal District:

<u>Nominee</u>	<u>Votes Cast</u>	<u>Nominee</u>	<u>Votes Cast</u>
Jason Ainsworth			
Ross Brown			
Jacob Fulbright			
Ted Huffhines			
Pat McGill			
Jay Nelson			
Albert Tiller			
Lacy Warren			

INTRODUCED AND PASSED by the City Council of the City of Marshall, this
_____day of _____, 2025.

ATTEST:

Presiding Officer

Secretary

City of Marshall



TO: City Council
DATE: November 20, 2025
ITEM #: 10.C
SUBJECT: Approve Resolution TWDB-201A, a Resolution for Application Filing and Identification of Authorized Representative; Approve Execution by the Mayor of the TWDB0171 Flood Management Evaluation Affidavit and TWDB0201 Application Affidavit; and

2. Approve Resolution TWDB0201B, a Resolution Requesting Financial Participation from the TWDB, authorizing the filing of an application for financial participation, and making certain findings in connection therewith. (Record vote) (City Manager)

Recommendation for Action: Motion: Approve Resolution TWDB-201A, a Resolution for Application Filing and Identification of Authorized Representative; Approve Execution by the Mayor of the TWDB0171 Flood Management Evaluation Affidavit and TWDB0201 Application Affidavit; and

2. Approve Resolution TWDB0201B, a Resolution Requesting Financial Participation from the TWDB, authorizing the filing of an application for financial participation, and making certain findings in connection therewith. (Record vote)

Executive Summary: In February of this year, Council gave approval to moving forward with a contract with Freese & Nichols for Phase 1 of the Marshall Drainage Master Plan. This phase, costing \$387,118, was the first of what would be several phases to develop the needed Marshall Drainage Master Plan. This Plan would be the first one completed since 1974.

In April of this year, working with Freese & Nichols (F & N), staff submitted an abridged application for a Flood Management Evaluation (FME) or study. If accepted, the City would then be eligible for funding for a Drainage Master Plan. All of this is being managed through the Texas Water Development Board (TWDB) and the Flood Infrastructure Fund (FIF) Program.

In September, in response to the abridged application, the City was notified that we were ranked #23 out of 203 applications and were invited to submit an Intent to Apply application. This was submitted by F & N on behalf of the City on October 24th. The City is eligible for a 90/10 cost sharing. The total cost of the Drainage Master Plan is estimated to be \$2.4M, of which the City's share is \$240,000 or 10%. It should be noted that the Phase 1 Project of \$387,118 is included in the total amount as the project meets the guidelines for reimbursement. To date, we have spent \$89K, of which \$80K would be reimbursed. Funds the City made available for Phase 1 will be used as our 10% match. This results in potentially funding a complete Master Drainage Plan for less than what we had originally agreed to pay for Phase 1. It should also be noted that the completion of the Master Drainage Plan for the City will support efforts to compete for the funding for necessary improvements that will be identified in the Plan.

On November 5th, the City was notified of the mandatory pre-application meeting and on November 13th, I participated in a meeting with TWDB along with Mat LeClair, F & N. Out of this meeting came a series of documents that must be approved by the City Council. These are included on this agenda as the Council meeting in December is after the required submittal date. The application submitted on October 24th laid the groundwork for the required documents to close on the application – it is an extensive list and F & N will also be taking the lead on positioning the City to submit necessary information and answer a substantial list of questions. All documents are due by close of business on December 5th.

To facilitate the program, the City is required to adopt / approve the following documents:

- TWDB -201A Resolution for Application Filing and Authorized Representative
- TWDB 0171 – Flood Management Evaluation Affidavit
- TWDB 0201 – Application Affidavit
- TWDB 0201B – Application Resolution – Certificate of Secretary
- TWDB - FIF Drainage Master Plan Notice of Invitation to Apply

Documents attached:

- TWDB 201A Resolution for Application Filing and Authorized Representative
- TWDB 0171 – Flood Management Evaluation Affidavit
- TWDB 0201 – Application Affidavit
- TWDB 0201B – Application Resolution – Certificate of Secretary
- Notice from TWDB Application Invitation

Staff is following up with TWDB on a variety of items as it pertains to this possible funding source. A meeting is being scheduled with TWDB to review any concerns about past TWDB projects and compliance.

Focus Area(s): This item aligns with the following council adopted focus area(s): Improving Infrastructure, Improving Community Appearance and Improving Customer Service.

Budget Cost: The total cost of the project is estimated to be \$2.4M of which \$240,000 is the responsibility of the City. Funds currently applied to the Phase 1 discussed above will be applied to this project.

Staff Contact: Melissa Byrne Vossmer, City Manager

Attachments:

1. TWDB-0201A Resolution Authorized Representative
2. TWDB-0201 Completed Application Affidavit
3. TWDB-0171 - Flood Management Strategy Affidavit
4. TWDB - FIF Drainage Maater Plan - Notice to Apply
5. TWDB-0201B Application Resolution - Certificate of Secretary

Application Filing and Authorized Representative Resolution

A RESOLUTION by the City of Marshall, Harrison County of the State of Texas requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE City of Marshall, Harrison County OF THE State of Texas:

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$ 2,400,000 to provide for the costs of Marshall Drainage Master Plan.

SECTION 2: That Amy Ware, Mayor be and is hereby designated the authorized representative of the City of Marshall, Harrison County for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the City of Marshall, Harrison County before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: Michael Martin, John Martin
Hilltop Securities Inc.

Engineer: Mat LeClair
Freese & Nichols

Bond Counsel: Jeff Gulbus
McCall, Parkhurst & Horton L.L.P.

PASSED AND APPROVED, this the _____ day of _____, 20____.

ATTEST: _____

By: _____

(Seal)

7. The City of Marshall (authority, city, county, corporation, district) will
comply with all applicable federal laws, rules, and regulations as well as the laws of this state and the rules and
regulations of the TWDB.

Official Representative

Title: _____

SWORN TO AND SUBSCRIBED BEFORE ME, by _____,
on this _____ day of _____, 20 ____.

(NOTARY'S SEAL)

Notary Public, State of Texas

Flood Management Evaluation Affidavit

THE STATE OF TEXAS §

COUNTY OF Harrison §

APPLICANT City of Marshall §

BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared Amy Ware, Mayor as the Authorized Representative of the City of Marshall, who being by me duly sworn, upon oath says that:

1. in accordance with 31 Texas Administrative Code § 363.408(b)(2)(A), the City of Marshall (city, county, district, authority) has acted cooperatively with the following political subdivisions to study, identify, assess, and quantify flood risk or to identify, evaluate, and recommend flood risk reduction solutions in the area in which the eligible political subdivisions are located:

N/A

_____;

and

2. in accordance with 31 Texas Administrative Code § 363.408(b)(2)(B), all eligible political subdivisions substantially affected by the proposed flood project have participated in the process of developing the proposed flood management evaluation or have been afforded the opportunity to participate in the development of the proposed flood management evaluation.

Amy Ware

Official Representative

Title: Mayor

SWORN TO AND SUBSCRIBED BEFORE ME, by _____,
on this _____ day of _____, 20 ____.

(NOTARY'S SEAL)

Notary Public, State of Texas



P.O. Box 13231, 1700 N. Congress Ave.
Austin, TX 78711-3231, www.twdb.texas.gov
Phone (512) 463-7847, Fax (512) 475-2053

September 24, 2025

Eric Powell, PE
Public Works Director/City Engineer
City of Marshall
powell.eric@marshalltexas.net

Re: **City of Marshall**
Abridged Application No. 16348 – Marshall Drainage Master Plan
Flood Infrastructure Fund – Flood Management Evaluation (FME) – Application Invitation

Dear Eric Powell, PE:

Congratulations! We are pleased to notify you that City of Marshall is hereby invited to submit an application for funding through the Texas Water Development Board's (TWDB) Flood Infrastructure Fund (FIF) Program. The FIF full application can be found on the [TWDB's website](#).

Your project is included in the list of prioritized projects according to criteria outlined in the [State Fiscal Year \(SFY\) 2024-25 FIF Intended Use Plan](#), as detailed below:

Project Name	Marshall Drainage Master Plan
Abridged Application Number	16348
FME ID Number	041000028
Eligible Project Cost	\$1,943,300
Board Approved Eligible Grant Percentage	90%
TWDB Grant Amount Offered	\$1,748,970
TWDB Zero Percent (0%) Interest Financing Amount Offered	\$194,330

Please note the grant percentage and eligible costs approved by the Board are subject to change after submission and review of the full financial assistance application. Applicants have the option to cover any remaining costs not funded by the grant either through a TWDB zero percent (0%) interest financing or by contributing local or in-kind funds.

Required Documentation and Deadlines

To be considered for funding under the SFY 2024-25 FIF Program, please follow the requirements stated below:

- (1) The attached Intent to Apply Form includes a Statement of Funding section that will be used to confirm the amount of FIF funds requested. **You must submit your Intent to Apply Form to FIF@twdb.texas.gov by Friday, October 24, 2025.** If you fail to fully complete and submit the Intent to Apply Form by the deadline, your project will not be considered for funding. Application

Our Mission	:	Board Members
Leading the state's efforts	:	L'Oreal Stepney, P.E., Chairwoman Tonya R. Miller, Board Member
in ensuring a secure	:	
water future for Texas	:	Bryan McMath, Executive Administrator

invitations are sent based on the program's available capacity to fund the project at the amount shown on the prioritized list. Substantial increases above these amounts will not be considered. Requests for non-substantial increases may be considered on a case-by-case basis, (e.g., additional funds for Bond Counsel or professional services required during funding or bank escrow accounts). Please also indicate any amount already awarded to the proposed project from other funding sources.

- (2) If you submit your Intent to Apply by Friday, October 24, 2025, **your complete application must be emailed to FIF@twdb.texas.gov by 5:00 P.M., Central Time, on Friday, December 5, 2025.** Applications submitted after this deadline will not be accepted. We encourage you to submit your application before the deadline, which will allow us to begin a review of your application earlier.
- (3) **A pre-application meeting is required** for all FIF projects to discuss the project and ask initial questions prior to the application being submitted. If you submit an Intent to Apply Form by the deadline, **we will work with you to schedule a pre-application meeting by Friday, November 14, 2025.** Pre-application meetings scheduled after this date will be reserved for extenuating circumstances only.

Recent reviews of annual financial reports regarding the City of Marshall have indicated issues of concern or possible noncompliance with existing agreements with TWDB. Prior to proceeding with your full application, please email the TWDB Financial Compliance team at fmfinance@twdb.texas.gov for any details, to provide updates, and for suggested actions that may resolve any outstanding issues. Inaction to resolve outstanding issues may result in the project being unable to move forward with the application.

Please take note of the following tips and reminders:

- Applicants that will be requesting zero percent (0%) interest FIF financing will be selling bonds to the TWDB. As such, a financial advisor and bond counsel will be required. We highly encourage you to engage these consultants prior to submitting the application.
- Ensure that any changes made to the project amount are reflected in both the Intent to Apply Form and the application budget.
- For bond purposes, TWDB FIF financing amounts must be rounded up to the nearest \$5,000. Please round up any amounts in the application budget and confirm the dollar amounts with your TWDB project team before passing resolutions to minimize adjustments during the review period.
- If you need additional time beyond the complete application due date to submit any required Memorandum of Understanding or resolution from the governing body requesting financial assistance portions for the complete application, please contact the TWDB at FIF@twdb.texas.gov with further details about your anticipated timeline.

We look forward to working with the City of Marshall on its FIF project and are committed to providing excellent customer service and prompt responses to any questions as you complete your application. Should you have any questions or concerns, please contact Sara Sopczynski, FIF Program Coordinator, by telephone at 512-936-0852 or by email at FIF@twdb.texas.gov.

Sincerely,



Marvin Cole-Chaney
Director, Program Administration and Reporting
Water Supply and Infrastructure

Attachment: Intent to Apply Form

cc: Malcolm Hamilton, Flood Planning Division



TO: City Council
DATE: November 20, 2025
ITEM #: 11.A
SUBJECT: Consider the approval of the FY 2025 and FY 2026 Hotel Occupancy Tax (HOT) Fund Grant Application recommendations from the Visit Marshall Board. (Tourism & Main Street)

Recommendation for Action: Should the City Council agree with the Visit Marshall Advisory Board's recommendations, staff recommends that the Council make a motion to approve the Board's proposed funding allocations for the FY 2025 and FY 2026 Hotel Occupancy Tax (HOT) Funds.

Alternatively, the Council may choose to discuss or modify the recommended allocations as deemed appropriate, as final approval of the HOT Fund distributions rests with the City Council. If changes are made, the Council's motion should identify and include a statement outlining any modifications to the Advisory Board's recommended allocations.

Executive Summary:

The Visit Marshall Board reviewed and evaluated all applications submitted for Hotel Occupancy Tax (HOT) funding for Fiscal Years 2025 and 2026. Based on eligibility and alignment with tourism development goals, the Board has prepared funding recommendations for City Council review and consideration.

During this process, staff and the Board collaborated to identify ways to improve the efficiency and evaluation process of the HOT Grant program. Efforts to enhance the application and review procedures will continue to ensure greater effectiveness and transparency in future funding cycles.

FY 2025		
Applicant Organization	Event(s) Recommended for Funding	Board Recommendation
Josey Ranch	15 Events; Feb-Dec 2025	\$11,500
Marshall Regional Arts Council	3 Events; Oct-Dec 2025	\$3,000
Gobble Up the Cash Barrel Race	November 28-30, 2025	\$5,000
Piney Park	December 27 and 31	\$3,000
Marshall Symphony Society	Sept – Nov. 2025	\$3,000
East Texas Performing Arts	Texas Sounds Oct. 2-5, 2025	\$5,500
Boogie Woogie Corporation	Boogie Woogie Fest 2025	\$5,000

Marshall Lions Club	Marshall Lions Club Annual Charity Horse Show	\$1,500
Marshall Mercantile	Snow Slide December 20, 2025	\$3,000
	Total	\$40,500
FY 2026		
Applicant Organization	Event(s) Recommended for Funding	Board Recommendation
Josey Ranch	15 Events; Feb-Dec 2026	\$11,500
Marshall Regional Arts Council	7 Events; Jan - July 2025	\$3,500
Gobble Up the Cash Barrel Race	November 27-29, 2026	\$5,000
Marshall Symphony Society	Sept – Nov. 2025	\$1,000
Caddo Kennel Club of Texas	Caddo Kennel Club AKC Dog Show	City Arena
ETBU Athletics – Acrobatics and Tumbling	NCATA DIII Tournament	\$8,000
	Total	\$29,000

Additional details and the Board's funding recommendations are attached for Council consideration.

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

Budget Cost: FY 2025 - \$40,500 and FY 2026 - \$29,000

Staff Contact: Lacy Burson, Tourism and Main Street Administrator

Attachments: 1. HOT Fund Grants Recommendations

BACKGROUND

The Visit Marshall Advisory Board reviewed and evaluated applications for Hotel Occupancy Tax (HOT) funding during its September 2025 meetings. Traditionally, HOT grants are evaluated and awarded annually for a single fiscal year. However, because an application cycle was held earlier in 2024, the Board conducted a combined review for Fiscal Years 2025 and 2026.

To ensure continuity and support for local tourism events, the Board allowed the submission of both retroactive applications and applications for events occurring through the remainder of FY 2025, in addition to traditional applications for FY 2026. All HOT grants are reimbursement-based and require proof of tourism and economic impact following the event.

HOT FUNDING AVAILABLE

- FY 2025 Allocation: \$64,000
- FY 2026 Allocation: \$48,000

Following a full review, recommended awards for both fiscal years do not exhaust the total funds available, leaving a remaining balance in each year's HOT allocation.

APPLICATION REVIEW PROCESS

The Visit Marshall Board and staff evaluated all applications using the State of Texas two-step HOT review process, which ensures:

Step 1 – Statutory Eligibility

Each application must qualify under at least one of the seven state-authorized categories for HOT funding:

1. Construction or enhancement of convention centers or visitor information centers
2. Registration of convention delegates
3. Advertising and promotion to attract tourists and convention delegates
4. Promotion of the arts
5. Historical restoration and preservation projects or activities attracting tourists
6. Sporting events that substantially increase hotel activity
7. Enhancement or upgrading of sports facilities or fields that substantially increase hotel activity

Step 2 – Tourism Impact

Applications meeting an eligible category were then evaluated on:

- Expected overnight hotel room generation
- Demonstrated tourism draw beyond local participants
- Event size, attendance, and economic impact
- Completeness and quality of application materials

All awarded applicants must submit a post-event report detailing hotel nights, attendance, marketing impact, and economic activity prior to reimbursement.

APPLICATIONS REVIEWED

Applications were received from organizations hosting events that promote tourism across arts, sports, history, and entertainment sectors. Organizations reviewed included:

For 2025

- Josey Ranch
- Piney Park
- Marshall Lions Club
- East Texas Performing Arts
- Gobble Up the Cash Barrel Race
- Marshall Symphony
- Marshall Regional Arts Council
- Boogie Woogie
- Marshall Mercantile

For 2026:

- East Texas Baptist University Athletics
- Gobble Up the Cash Barrel Race
- Marshall Symphony
- Marshall Regional Arts Council
- Josey Ranch
- Caddo Kennel Club of Texas

Each organization submitted a separate application for each event held, consistent with HOT fund requirements. Staff reviewed each application for every event. Staff then made recommendation to the Visit Marshall Board for Each organization.

BOARD RECOMMENDATIONS

After completing the two-step eligibility and tourism impact evaluation, the Visit Marshall Board finalized recommended funding amounts for FY 2025 and FY 2026. These recommendations fall within the available HOT allocations for each fiscal year.

Approval will allow Visit Marshall to process reimbursement-based grants for qualifying tourism-generating events in accordance with Texas HOT statutes.

HOT Fund Request and Recommendations FY 2025 & 2026

FY 2025 Awards

<i>Organization</i>	<i>Event</i>	<i>Event Date</i>	<i>Requested</i>	<i>Staff Rec</i>	<i>Board Rec</i>
<i>Josey Ranch</i>	15 Events	Feb – Dec 2025	\$23,000	\$23,000	\$11,500
<i>Marshall Regional Arts Council</i>	3 Events	Oct- Dec 2025	\$16, 900	\$3,000	\$3,000
<i>Gobble Up the Cash Barrel Race</i>	17th Year Gobble Up the Cash Barrel Race	November 28-30, 2025	\$5,000	\$5,000	\$5,000
<i>Piney Park</i>	5 Events	December 12-31	\$25,000	\$15,000	\$3,000 for December 27 and 31 Events
<i>Marshall Symphony Society</i>	3 Events	Sept. – Nov 2025.	\$15,000	\$3,000	\$3,000
<i>East Texas Performing Arts</i>	Texas Sounds International Country Music Awards	October 2-5, 2025	\$5,500	\$5,500	\$5,500
<i>Boogie Woogie Corporation</i>	Boogie Woogie Fest 2025	September 26-27, 2025	\$3,500	\$3,500	\$5,000
<i>Marshall Lions Club</i>	Marshall Lions Club 63rd Annual Charity Horse Show	March 6-7, 2026	\$2,500 To attend another horse show as a Vendor to promote the 2026 Event	\$1,500	\$1,500
<i>Marshall Mercantile</i>	Snow Slide	Dec. 20, 2025	\$8,030	\$3,000	\$3,000
<i>Total</i>			\$104,430	\$62,500	\$40,500

FY 2026 Awards

<i>Organization</i>	<i>Event</i>	<i>Event Date</i>	<i>Requested</i>	<i>Staff Rec</i>	<i>Board Rec</i>
<i>ETBU Athletics - Acrobatics and Tumbling</i>	NCATA DIII Tourment	April 9-12, 2026	\$15,000	\$8,000	\$8,000
<i>Caddo Kennel Club of Texas</i>	Caddo Kennel Club AKC Dog Show	May 8-10, 2026	City Arena	City Arena	City Arena
<i>Josey Ranch</i>	15 Events	Feb. – Dec. 2026	\$23,000	\$23,000	\$11,500
<i>Marshall Regional Arts Council</i>	7 events	Jan – July 2026	\$38,150	\$3500 \$500 for each Event	\$3500 \$500 for each Event
<i>Gobble Up the Cash Barrel Race</i>	17th Year Gobble Up the Cash Barrel Race	November 27-29, 2026	\$5,000	\$5,000	\$,5000
<i>Marshall Symphony Society</i>	Great Romantics: Romance by Candle Light with the Marshall Symphony Orchestra	Feb. 21, 2026	\$5,000	\$1,000	\$1,000
<i>Total</i>			\$86,150	\$47,000	\$29,000



TO: City Council
DATE: November 20, 2025
ITEM #: 11.B
SUBJECT: Consider approval of the Southside WWTP - Excess Flow Pump Installation Project Acceptance and Release of Contractor's Retainage \$18,712.50. (Public Works)

Recommendation for Action: Motion to approve final acceptance of the Southside WWTP - Excess Flow Pump Installation Project and authorize the release of the Contractor's retainage in the amount of \$18,712.50.

Executive Summary: On October 24, 2024, the City Council awarded the contract for the WWTP Excess Overflow Pump Installation Project to RBIS, Inc. The project scope included the installation of new Electrical Wiring and Controls, Installation of level controls for operation of the VFD, Relocation of existing electrical junction box, and the installation of the VFD and Excess Flow Pump.

Throughout construction, City staff and the City's Engineering Consultant, Stokes & Associates, monitored the progress and quality of the work to ensure compliance with the approved plans and specifications. Following final inspection, both City staff and Stokes & Associates have confirmed that the project has been completed in a satisfactory manner in accordance with contract requirements.

Based on this certification and final inspection by our Consulting Engineer, staff recommends that the City Council approve the final acceptance of the WWTP Excess Overflow Pump Installation Project and authorize release of the Contractor's retainage in the amount of \$18,712.50.

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

Budget Cost: \$18,712.50

Staff Contact: Douglas Box, Interim Director of Public Works

Attachments: 1. Pay Request No. 4 Final - Excess Flow Pump Install



October 16, 2025

Mr. Cory Owen, Assistant Director of Public Works
City of Marshall
P.O. Box 698
Marshall, Texas 75671

Re: Southside Wastewater Treatment Plant – Excess Flow Pump Installation
Pay Request No. 4 FINAL

Dear Cory:

Attached please find Pay Request No. 4 Final from RBIS, LLC for the above referenced project. I have reviewed this request and recommend it for payment.

The startup on the VFD system for the previously installed excess flow pump was conducted on October 15, 2025, and all the equipment worked as designed. Also, the manufacturer provided training to the plant operator as required per the Contract Documents. This installation should provide the City with enhanced control of the high influent flows into the wastewater treatment plant that previously was not provided.

Upon your review and approval please process this request totaling \$18,712.50. Note that this payment will release the final retainage being held. Upon formal acceptance of the project as complete, the warranty period on the installation will begin.

If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

Steve Wick

Steve Wick, P.E.

encl

cc: Mr. Billy Krack, RBIS



RBIS, LLC
P.O. Box 1364
Texarkana, TX 75504

City of Marshall
Southside WWTP - Excess Flow Pump Installation

Original Contract Amount: \$149,700.00
Change Order No. 1: \$37,425.00
Revised Contract Amount: \$187,125.00

Pay Request No: 4 Final

October 16, 2025

Item	Qty		Description	Contract Amount		This Request		Completed to Date	
				Unit	Total	Qty	Total	Qty	Total
1	1	LS	Excess Flow Pump Installation		\$41,850.00		\$0.00	100%	\$41,850.00
2	1	LS	Electrical Wiring and Controls		\$107,850.00		\$0.00	100%	\$107,850.00
CO1a	1	LS	Installation of level controls for operation of VFD		\$16,554.00		\$0.00	100%	\$16,554.00
CO1b	1	LS	Relocation of existing electrical junction box		\$20,871.00		\$0.00	100%	\$20,871.00
TOTAL ALL ITEMS					\$187,125.00		\$0.00		\$187,125.00

Recommended for Payment

Steve Wick

Steve Wick, P.E.

Total Work Complete \$187,125.00
Stored Materials \$0.00
Subtotal \$187,125.00
Retainage \$0.00
Previous Payments \$168,412.50

Total Amount Due this Request \$18,712.50



TO: City Council
DATE: November 20, 2025
ITEM #: 11.C
SUBJECT: Consider approval of an emergency procurement to replace the Water Treatment Plant's High Service Pump Station Generator Double Wall Fuel Tank \$50,916.96. (Public Works)

Recommendation for Action: Motion to approve emergency procurement from ARCCO Power Systems in the amount of \$50,916.96 utilizing the Texas Local Government Code Sec. 252.022, General Exemptions.

Executive Summary: During the annual generator inspections and services performed by ARCCO Power Systems, their technician discovered that the **inner wall of the double-wall fuel tank** for the High Service Generator at the Water Treatment Plant has failed. This failure has resulted in diesel fuel escaping into the **outer containment wall**.

The double-wall design is intended to immediately **contain, alarm, and alert staff** in the event of an inner tank rupture. However, the **outer wall is not engineered to serve as a long-term secondary tank** and is not designed to store fuel for an extended period.

According to the technician, leaving the system in this condition poses a **significant risk**, as the outer wall could crack, leak, or completely fail at any time—potentially releasing **up to 1,250 gallons of diesel fuel** into the surrounding area and causing **ground and roadway contamination**.

Due to the **emergent nature** of this situation, normal purchasing procedures were temporarily suspended in order to obtain the necessary equipment, personnel, and services to **restore operations and mitigate environmental risk** as quickly as possible.

This procurement qualifies for exemption under **Texas Local Government Code Sec. 252.022:**

(3) A procurement necessary because of unforeseen damage to public machinery, equipment, or other property.

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

Budget Cost: \$50,916.96

Staff Contact: Douglas Box, Interim Director of Public Works

Attachments: 1. SRO0115624 CITY OF MARSHALL - Water Treatment Plant HSPS



9424 N Interstate Dr., Baton Rouge, LA 70809

Ph (225)275-2722 Fax (877)706-2722

www.arcco.com

SRO:SRO0115624

Description:CITY OF MARSHALL - WASTE WATER TP

Customer:C100004281

CITY OF MARSHALL - PUBLIC WORKS AND UTILITIES
P.O. BOX 698
MARSHALL TX 75671
USA

Salesperson:Garrett Barrows

Phone:1-225-200-3651

Fax:

Email:gbarrows@arcco.com

Quoted Date:9/23/2025

Quote Expiration Date:10/23/2025

Ship To: 6

HIGH LIFT STATION
605 EEAST END BLVD
SOUTH
MARSHALL TX 75672

Order Disc: 0.0

Currency:USD

Terms Code:Net Due 30 Days

Revision:0

WORK DESCRIPTION

PARTS PRICING IS ONLY GOOD FOR 30 DAYS FROM DAY OF QUOTE. ARCCO POWER SYSTEMS RESERVES THE RIGHT TO ADJUST PRICES TO REFLECT THE IMPACT OF ANY UNFORSEEN COST, TARIFFS, DUTIES, OR SIMILAR GOVERNMENT CHARGES.

ESTIMATE TO TO REMOVE AND INSTALL NEW GENERATOR BAST TANK, FUEL POLISH THE DIESEL FUEL. AND TEST UNIT FOR PROPER OPERATION WHEN COMPLETED. TANK LEAD TIME 26-30 WEEKS FROM APPROVEL OF DRAWINGS OR 9 WEEKS IF EXPIDITED.

Line	Item	Description	Unit
1	ONAN C070039382	ONAN 500KW DG DFEK-F	

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Labor:	Travel Time-Hourly	3.000	Hours	150.00000	0.0	450.00

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Labor:	Generator Technician-Hourly	24.000	Hours	150.00000	0.0	3,600.00

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Material:	TELEHANDLER RENTAL	1.000	EA	1,807.69000	0.0	1,807.69

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Material:	SUBBASE FUEL TANK	1.000	EA	31,755.38000	0.0	31,755.38

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Material:	CRANE SERIVCES	1.000	EA	4,338.46000	0.0	4,338.46

Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
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Signature

Page 1 of 2

ARCCO Power Systems does not assume any responsibility for changes after an order has been placed. By signing Customer Acceptance, Customer Acknowledges they have read and agree to the bill of materials listed. Quoted prices do not include Federal, State or Local taxes which may be applicable. Customer agrees to Arcco's standard terms and conditions, a copy of which is available upon request.

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9424 N Interstate Dr., Baton Rouge, LA 70809
Ph (225)275-2722 Fax (877)706-2722
www.arcco.com

Material:	TANK EXPEDITE FEE	1.000	EA	6.350.77000	0.0	6,350.77
Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Material:	AFC DIESEL FUEL TREATMENT	32.000	GA	1.82092	0.0	58.27
Type	Item	Quantity	UM	Unit Price	Discount	Ext Price
Material:	FUEL FILTER	1.000	EA	56.39063	0.0	56.39

Quoted Total:	48,416.96
Freight:	2,500.00
Misc Charges:	0.00
Quoted Discount:	0.00
Sales Tax1:	0.00
Quoted Net:	50,916.96

Signature

ARCCO Power Systems does not assume any responsibility for changes after an order has been placed. By signing Customer Acceptance, Customer Acknowledges they have read and agree to the bill of materials listed. Quoted prices do not include Federal, State or Local taxes which may be applicable. Customer agrees to Arcco's standard terms and conditions, a copy of which is available upon request.



TO: City Council
DATE: November 20, 2025
ITEM #: 11.D
SUBJECT: Authorize the purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for a total cost not to exceed \$825,000.00. (Fire)

Recommendation for Action: Motion to Approve the Purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for the Fire Department in an amount not to exceed \$825,000.00. (Fire)

Executive Summary: **PURPOSE:** To authorize the purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for a total cost not to exceed \$825,000.00.

BACKGROUND: The Marshall Fire Department has identified an available fire engine that meets departmental specifications and matches the capabilities of the Pierce apparatus placed in service in October 2024. This is a non-custom build unit, which provides significant cost savings while maintaining the required operational standards. Chief Jeans and Chief Burnett traveled to LaGrange, Texas to conduct a comprehensive evaluation of the apparatus, including driving, pumping operations, and compartment measurements to ensure compatibility with existing fleet equipment. All fire department command staff support the purchase of this unit.

DEFINITIONS

Upfit: The process of customizing and installing mounting hardware, brackets, graphics, and operational modifications to the base apparatus to prepare it for departmental use. This includes mounting brackets for equipment, department identification graphics, and necessary adjustments such as slide-out shelves and specialized compartment configurations.

Loose Equipment: Firefighting tools, equipment, and supplies that are not permanently affixed to the apparatus but are carried on the truck for emergency response operations. This includes items such as hoses, nozzles, hand tools, rescue equipment, forcible entry tools, and other operational necessities that must be procured separately from the base apparatus. These equipment purchases remain with the apparatus throughout its service life and represent a one-time capital investment.

Make Ready: The comprehensive process of preparing a fire apparatus for active service, which encompasses both upfit modifications and the procurement and installation of all loose equipment. This process ensures the apparatus is fully equipped and operationally ready to respond to emergency calls upon delivery.

FINANCIAL IMPACT:

- **Base Apparatus Cost:** \$731,372.00 (per Metro Fire Apparatus Specialists proposal)
- **Estimated Upfit Cost:** \$40,000.00
- **Loose Equipment Cost:** \$53,628.00 (estimated)
- **Total Project Cost:** Not to exceed \$825,000.00

- **Funding Source:** Fire Department Capital Equipment Budget

Funds for this purchase were included in the approved FY25 Capital Improvement Program and funds for the purchase are available.

All purchases will be made through authorized cooperative purchasing agreements: the Engine (Pumper) through Sourcewell, Metro Fire equipment through Sourcewell, and Casco Fire equipment through BuyBoard.

TIMELINE: Upon Council approval, the apparatus is scheduled for delivery within 90 days, with anticipated in-service date of late January to early February 2026.

STAFF RECOMMENDATION: Motion to Approve the Purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for the Fire Department in an amount not to exceed \$825,000.00.

Focus Area(s): This item aligns with the following council adopted focus area(s): Improving Infrastructure, Improving Customer Service

Budget Cost: FINANCIAL IMPACT:

- **Base Apparatus Cost:** \$731,372.00 (per Metro Fire Apparatus Specialists proposal)
- **Estimated Upfit Cost:** \$40,000.00
- **Loose Equipment Cost:** \$53,628.00 (estimated)
- **Total Project Cost:** Not to exceed \$825,000.00
- **Funding Source:** Fire Department Capital Equipment Budget

Funds for this purchase were included in the approved FY25 Capital Improvement Program and funds for the purchase are available.

All purchases will be made through authorized cooperative purchasing agreements: the Engine (Pumper) through Sourcewell, Metro Fire equipment through Sourcewell, and Casco Fire equipment through BuyBoard.

Staff Contact: David Rainwater, Fire Chief

- Attachments:**
1. Executive Summary
 2. Proposal for Base Unit
 3. Pumper Drawing
 4. Pumper Photos
 5. Pumper Specifications

To: Melissa Vossmer, City Manager
Date: 11/12/2025
From: David Rainwater, Fire Chief
RE: Purchase of Fouts Bros. FB-94 Fire Engine

PURPOSE: To authorize the purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for a total cost not to exceed \$825,000.00.

BACKGROUND: The Marshall Fire Department has identified an available fire engine that meets departmental specifications and matches the capabilities of the Pierce apparatus placed in service in October 2024. This is a non-custom build unit, which provides significant cost savings while maintaining the required operational standards. Chief Jeans and Chief Burnett traveled to LaGrange, Texas to conduct a comprehensive evaluation of the apparatus, including driving, pumping operations, and compartment measurements to ensure compatibility with existing fleet equipment. All fire department command staff support the purchase of this unit.

DEFINITIONS

Upfit: The process of customizing and installing mounting hardware, brackets, graphics, and operational modifications to the base apparatus to prepare it for departmental use. This includes mounting brackets for equipment, department identification graphics, and necessary adjustments such as slide-out shelves and specialized compartment configurations.

Loose Equipment: Firefighting tools, equipment, and supplies that are not permanently affixed to the apparatus but are carried on the truck for emergency response operations. This includes items such as hoses, nozzles, hand tools, rescue equipment, forcible entry tools, and other operational necessities that must be procured separately from the base apparatus. These equipment purchases remain with the apparatus throughout its service life and represent a one-time capital investment.

Make Ready: The comprehensive process of preparing a fire apparatus for active service, which encompasses both upfit modifications and the procurement and installation of all loose equipment. This process ensures the apparatus is fully equipped and operationally ready to respond to emergency calls upon delivery.

FINANCIAL IMPACT:

- **Base Apparatus Cost:** \$731,372.00 (per Metro Fire Apparatus Specialists proposal)
- **Estimated Upfit Cost:** \$40,000.00
- **Loose Equipment Cost:** \$53,628.00 (estimated)
- **Total Project Cost:** Not to exceed \$825,000.00
- **Funding Source:** Fire Department Capital Equipment Budget

Funds for this purchase were included in the approved FY25 Capital Improvement Program and funds for the purchase are available.

All purchases will be made through authorized cooperative purchasing agreements: the Engine (Pumper) through Sourcewell, Metro Fire equipment through Sourcewell, and Casco Fire equipment through BuyBoard.

TIMELINE: Upon Council approval, the apparatus is scheduled for delivery within 90 days, with anticipated in-service date of late January to early February 2026.

STAFF RECOMMENDATION: Motion to Approve the Purchase of a Fouts Bros. FB-94 Engine on a Crew Cab Spartan FC-94 Chassis, including all necessary upfit and loose equipment, for the Fire Department in an amount not to exceed \$825,000.00.



Metro Fire Apparatus Specialists, Inc.
17350 State Hwy 249, Suite 250
Houston, Texas 77064-1142
713.692.0911 Office
www.mfas.com

PROPOSAL

Monday, November 10, 2025

Attention: Fire Chief David Rainwater
Marshall Fire Department
601 S. Grove
Marshall, Texas 75670

The undersigned is prepared to furnish for you, upon an order being placed by you, for final acceptance by Metro Fire Apparatus Specialists, Inc at its office in Houston, Texas the apparatus and equipment herein named and for the following prices:

**One (1) Fouts Bros. FB-94 Engine, Hale 1500 GPM Pump, 1000 Water, on a Crew Cab Spartan
FC-94 Chassis and equipment as specified:**

TOTAL \$731,372.00

No State, Federal or local taxes included.

The apparatus and equipment are to be supplied and shipped in accordance with the specifications and approvals by the Fire Department. Production time is the number of days required to manufacture the apparatus itself. The apparatus is scheduled to be delivered within 90 days after receipt of order, pending any types of delays due to strikes, war or other causes beyond our control. The completed apparatus will be delivered to you at:

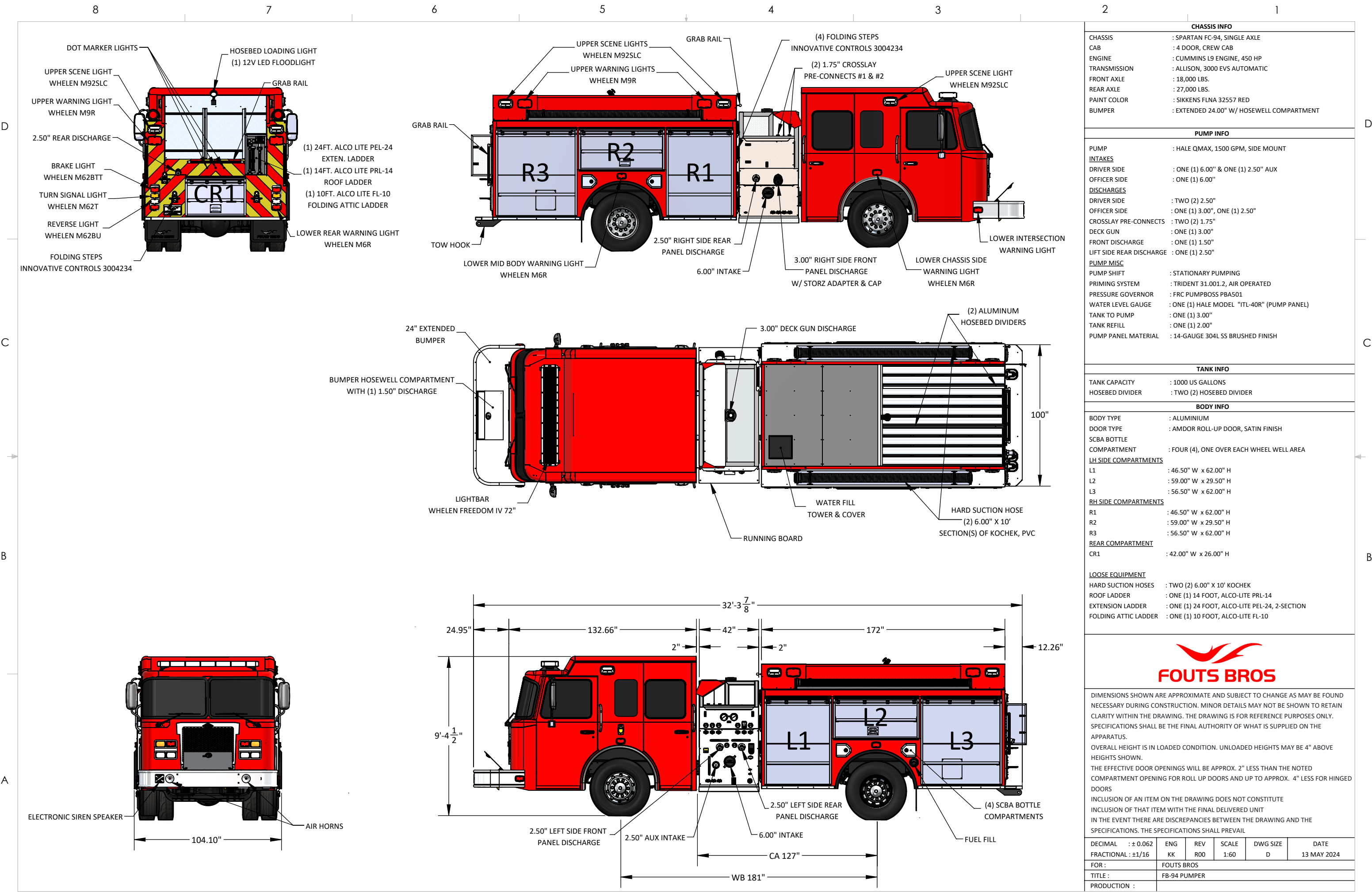
*Marshall Fire Department
Marshall, Texas 75670*

Unless accepted within 30 days from this date, Metro Fire Apparatus Specialists, Inc. reserves the right to withdraw this proposal.

By *Randy Lee*
Randy Lee- Territory Manager

TERMS:

Payment due upon delivery and acceptance of completed apparatus.

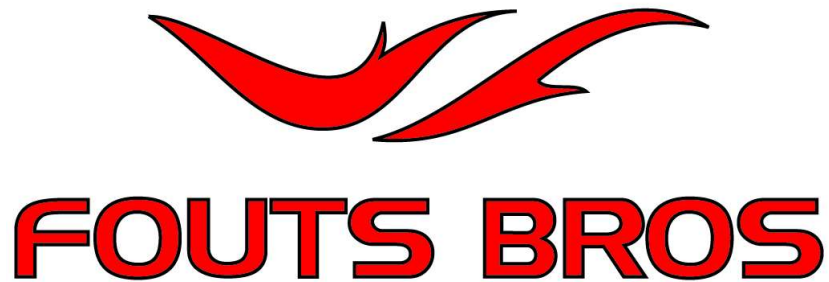


CHASSIS INFO					
CHASSIS	: SPARTAN FC-94, SINGLE AXLE				
CAB	: 4 DOOR, CREW CAB				
ENGINE	: CUMMINS L9 ENGINE, 450 HP				
TRANSMISSION	: ALLISON, 3000 EVS AUTOMATIC				
FRONT AXLE	: 18,000 LBS.				
REAR AXLE	: 27,000 LBS.				
PAINT COLOR	: SIKKENS FLNA 32557 RED				
BUMPER	: EXTENDED 24.00" W/ HOSEWELL COMPARTMENT				
PUMP INFO					
PUMP	: HALE QMAX, 1500 GPM, SIDE MOUNT				
<u>INTAKES</u>					
DRIVER SIDE	: ONE (1) 6.00" & ONE (1) 2.50" AUX				
OFFICER SIDE	: ONE (1) 6.00"				
<u>DISCHARGES</u>					
DRIVER SIDE	: TWO (2) 2.50"				
OFFICER SIDE	: ONE (1) 3.00", ONE (1) 2.50"				
CROSSLAY PRE-CONNECTS	: TWO (2) 1.75"				
DECK GUN	: ONE (1) 3.00"				
FRONT DISCHARGE	: ONE (1) 1.50"				
LIFT SIDE REAR DISCHARGE	: ONE (1) 2.50"				
<u>PUMP MISC</u>					
PUMP SHIFT	: STATIONARY PUMPING				
PRIMING SYSTEM	: TRIDENT 31.001.2, AIR OPERATED				
PRESSURE GOVERNOR	: FRC PUMPSBOSS PBA501				
WATER LEVEL GAUGE	: ONE (1) HALE MODEL "ITL-40R" (PUMP PANEL)				
TANK TO PUMP	: ONE (1) 3.00"				
TANK REFILL	: ONE (1) 2.00"				
PUMP PANEL MATERIAL	: 14-GAUGE 304L SS BRUSHED FINISH				
TANK INFO					
TANK CAPACITY	: 1000 US GALLONS				
HOSEBED DIVIDER	: TWO (2) HOSEBED DIVIDER				
BODY INFO					
BODY TYPE	: ALUMINIUM				
DOOR TYPE	: AMDOR ROLL-UP DOOR, SATIN FINISH				
SCBA BOTTLE					
COMPARTMENT	: FOUR (4), ONE OVER EACH WHEEL WELL AREA				
<u>LH SIDE COMPARTMENTS</u>					
L1	: 46.50" W x 62.00" H				
L2	: 59.00" W x 29.50" H				
L3	: 56.50" W x 62.00" H				
<u>RH SIDE COMPARTMENTS</u>					
R1	: 46.50" W x 62.00" H				
R2	: 59.00" W x 29.50" H				
R3	: 56.50" W x 62.00" H				
<u>REAR COMPARTMENT</u>					
CR1	: 42.00" W x 26.00" H				
<u>LOOSE EQUIPMENT</u>					
HARD SUCTION HOSES	: TWO (2) 6.00" X 10' KOCHER				
ROOF LADDER	: ONE (1) 14 FOOT, ALCO-LITE PRL-14				
EXTENSION LADDER	: ONE (1) 24 FOOT, ALCO-LITE PEL-24, 2-SECTION				
FOLDING ATTIC LADDER	: ONE (1) 10 FOOT, ALCO-LITE FL-10				
					
DIMENSIONS SHOWN ARE APPROXIMATE AND SUBJECT TO CHANGE AS MAY BE FOUND NECESSARY DURING CONSTRUCTION. MINOR DETAILS MAY NOT BE SHOWN TO RETAIN CLARITY WITHIN THE DRAWING. THE DRAWING IS FOR REFERENCE PURPOSES ONLY. SPECIFICATIONS SHALL BE THE FINAL AUTHORITY OF WHAT IS SUPPLIED ON THE APPARATUS.					
OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.					
THE EFFECTIVE DOOR OPENINGS WILL BE APPROX. 2" LESS THAN THE NOTED COMPARTMENT OPENING FOR ROLL UP DOORS AND UP TO APPROX. 4" LESS FOR HINGED DOORS					
INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT					
IN THE EVENT THERE ARE DISCREPANCIES BETWEEN THE DRAWING AND THE SPECIFICATIONS, THE SPECIFICATIONS SHALL PREVAIL					
DECIMAL : ± 0.062	ENG	REV	SCALE	DWG SIZE	DATE
FRACTIONAL : ±1/16	KK	R00	1:60	D	13 MAY 2024
FOR :	FOUTS BROS				
TITLE :	FB-94 PUMPER				
PRODUCTION :					



Fouts Bros Fire Equipment

== ADMINISTRATIVE - PUMPER - 7.250 03/07/23 ==



FB-94 CUSTOM PUMPER

Fouts
138 Roberson Mill Road
Milledgeville, GA 31061
1-844-304-0010

Fouts Bros Fire Equipment

SCOPE AND GENERAL REQUIREMENTS

It is the intent of the manufacturer to provide a new fire apparatus that will withstand the continuous use encountered in the emergency fire fighting service. The apparatus shall be of the latest type, symmetrically proportioned and constructed with due consideration of the load to be sustained.

All parts not specifically mentioned herein, but which are necessary in order to furnish a complete fire apparatus, shall be furnished and shall conform to the best practices known to the fire apparatus industry.

The unit is to be of current year manufacture, and is to be new and unused. The bid price shall not include any local, State, or Federal taxes. The Bidder shall not be liable for any State or Federally mandated tax or program after the sale of this apparatus.

These specifications shall be construed as minimum. Should the manufacturer's current published data or specifications exceed these, they shall be considered minimum and be furnished.

PRIME BIDDER, MANUFACTURER

The manufacturer shall be prime bidder and shall identify the location of their facility.

BIDDERS BACKGROUND

Bids are requested from responsible manufacturers who are engaged in the manufacture of fire apparatus. To insure reliable and complete acceptance of the apparatus, bidder shall have been in operation for a minimum of thirty (30) years in the manufacturing of fire apparatus.

The manufacturer of the apparatus must be fully owned and managed by a Parent Company, Corporation, or Individual(s) that is 100% held by United States of America based Company, Corporation, or United States citizen(s).

Proposals from any manufacturer that is fully or partially owned and/or operated by a foreign company, Corporation or Individual(s) under any type of ownership, partnership, or any similar type of agreement will be immediately rejected.

If the manufacturer of the apparatus, or if any owner, shareholder, or immediate relative of an owner or shareholder that has previously been involved in or held ownership in any company that has filed bankruptcy or any other type of reorganization plan, it must be clearly stated in the bid proposal. The statement must include details and dates of all occurrences.

FAMA COMPLIANCE

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The apparatus manufacturer must be a current member of the Fire Apparatus Manufacturer's Association (FAMA) and must provide certificate of membership.

FAIR, ETHICAL AND LEGAL COMPETITION

In order to ensure fair, ethical, and legal competition the apparatus manufacturer shall have ever been fined or convicted of price fixing, bid rigging, or collusion in any domestic or international fire apparatus market.

PROPRIETARY PARTS

It is the intention of the purchaser for all bidders to furnish the apparatus with major parts commonly used by the heavy-duty truck manufacturers and open market vendors whereas replacement parts are more readily available and at reduced cost. The use of proprietary parts may not be acceptable to the purchaser.

MANUFACTURER'S DISCRETION

Materials, parts, or procedures used are subject to change at manufacturer's discretion at any time to provide equal or better products.

MANUFACTURING LOCATION

The apparatus shall be manufactured in Milledgeville, Georgia.

PRODUCT QUALITY AND WORKMANSHIP

The components provided and workmanship performed shall be of the highest quality available for this application. Special consideration shall be given to the following areas:

- A). Accessibility to various components that require periodic maintenance or lubrication checks.
- B). Ease of vehicle and pump operation.
- C). Features beneficial to the intended operation of the apparatus.

Construction of the complete apparatus shall be designed to carry the loads intended to meet the road and terrain conditions and speed requirements desired when specified by the purchaser.

Welding shall not be employed in the assembly of the apparatus in a manner that will prevent the removal of any major component part for service and/or repair.

INSURANCE REQUIREMENTS

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Each bidder must submit with their bid proposal a Certificate of Insurance listing the proposed manufacturer's product liability insurance coverage. Liability insurance shall be a minimum amount of ten (10) million dollars. Submitted certificate shall name the apparatus manufacturer, insurance company, policy number, and effective dates of the insurance policy. Bids submitted without the required certificate will be considered nonresponsive and automatically rejected. No exceptions are allowed to the minimum insurance coverage requirement.

The manufacturer shall maintain full insurance coverage on the purchaser's cab and chassis from time of first possession by the manufacturer until the apparatus is delivered and accepted by the purchaser (No Exceptions). Purchaser reserves the right to require proof of insurance from the manufacturer's insurance carrier prior to entering into a contract for the apparatus.

PAYMENT TERMS

Full payment for the apparatus shall be made at time of delivery of the completed vehicle. Due to insurance liability, the apparatus will not be left at the purchaser's location without full acceptance and payment or prior agreement between the Purchaser and Bidder.

Final delivery price shall not include any Local, State or Federal taxes. The manufacturer shall not be liable for any State or Federal mandated tax or program after sale or delivery of the apparatus.

DELIVERY REQUIREMENTS

Delivery of the completed vehicle shall be no more than 120 calendar days after delivery of the chassis to the apparatus manufacturer.

VEHICLE ACCEPTANCE AND DELIVERY

The customer shall pickup the vehicle at the manufacturing facility and shall supply evidence of sufficient insurance coverage to transport the vehicle.

FUEL TANK FILLED AT DELIVERY

The fuel tank and DEF tank (if applicable) shall be filled upon final delivery at the factory.
== DIMENSIONS - PUMPER, SINGLE AXLE - 7.250 03/07/23 ==

OVERALL HEIGHT

An overall height restriction has not been specified for this apparatus.

OVERALL LENGTH

No overall length restriction has been specified for this apparatus.

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OVERALL WIDTH

No overall width restriction has been specified for this apparatus.

OVERALL WHEELBASE

No overall wheelbase restriction has been specified for this apparatus.

PUMP MODULE WIDTH

No pump module width restriction has been specified for this apparatus.

ANGLE OF APPROACH

No angle of approach restriction has been specified for this apparatus.

ANGLE OF DEPARTURE

No angle of departure restriction has been specified for this apparatus.

== NFPA 1901 REQUIREMENTS - PUMPER - 7.250 03/07/23 ==

NFPA 1901 COMPLIANCE

The National Fire Protection Association standard #1901 (most recent edition) is hereby adopted and made a part of these specifications, the same as if they were written out in full detail, insofar as they apply with the exception of any sections dealing with "Equipment Recommended for Various Types of Apparatus". Bidders are to provide only the equipment requested herein and the Department will supply the rest before the apparatus is put into service. The unit shall comply with all federal, state, ICC, and DOT motor vehicle regulations, standards, and laws relating to commercial vehicles as well as to fire apparatus on the date of the bid.

ROAD TEST CERTIFICATION

A road test shall be conducted with the finished apparatus fully loaded. During this time, the apparatus shall not show loss of power and/or overheating. The transmission driveshaft or shafts and rear axle shall run free from abnormal vibration or noise throughout the operating range of the apparatus. The apparatus, when loaded, shall have not less than 25% or more than 45% of the weight on the front axle and not less than 55% or more than 75% on the rear axle.

A). The apparatus must be capable of accelerating to 35 mph from a standing start within 25 seconds on a level concrete highway without exceeding the maximum governed RPM of the engine.

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- B). The apparatus must be capable of accelerating from a steady speed of 15 mph to a true speed of 35 mph within 30 seconds. This shall be accomplished without moving the gear selector.
- C). The fully loaded apparatus shall be capable of obtaining a speed of 50 to 55 mph on a level concrete highway.
- D). The manufacturer shall furnish copies of the engine installation approvals signed by the appropriate engine company upon delivery of the chassis to the Fire Department.
- E). The manufacturer shall furnish copies of the transmission approval signed by the transmission manufacturer upon delivery of the chassis to the Fire Department.
- F). The manufacturer shall furnish copies of the front and rear axle approvals upon delivery of the apparatus to the Fire Department.

ROAD TEST FAILURE

In the event the apparatus fails to meet the test requirements of these specifications on the first trials, second trials may be made at the option of the manufacturer within thirty (30) days of the first trials. Such trials shall be final and conclusive and failure to comply with changes, as the purchaser may consider necessary to conform to any clause of the specifications within thirty (30) days after notice is given to the manufacturer of such changes, shall be cause for rejection of the apparatus. Permission to keep or store the apparatus in any building owned or occupied by the purchaser, or its use by the purchaser during the above-specified period with permission of the manufacturer, shall not constitute acceptance.

VEHICLE TOP SPEED

The rear axle shall be geared for a top speed of 65 to 68 mph at engine governed RPM.

NFPA TOP SPEED STATEMENT

NFPA-1901, 2009 Edition - 4.15.2. The maximum top speed of fire apparatus with a GVWR over 26,000 lbs. shall not exceed either 68 MPH or the manufacturer's maximum fire service speed rating for the tires installed on the apparatus, whichever is lower.

NFPA-1901, 2009 Edition - 4.15.3. If the combined water tank and foam agent tank capacities on the fire apparatus exceed 1250 gallons, or the GVWR of the vehicle is over 50,000 lbs., the maximum top speed of the apparatus shall not exceed either 60 MPH or the manufacturer's maximum fire service speed rating for the tires installed on the apparatus, whichever is lower.

SAFETY SIGNS

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The following safety signs shall be provided:

SEATED AND BELTED WARNING LABEL - FAMA# 07

A permanent label shall be provided that is visible to all occupants that states that they should be seated and belted while the apparatus is in motion. The label shall also state potential injuries or death that could be caused if the safety belts are not used properly.

CAB INTERIOR EQUIPMENT MOUNTING DANGER LABEL - FAMA# 10

A permanent label shall be provided inside of the cab warning of the dangers of unsecured equipment inside the cab. The label shall state that all equipment shall be properly secured and also warn of potential injury or death that could be caused by failing to do so.

DO NOT WEAR HELMET LABEL - FAMA# 15

A permanent label shall be provided inside of the cab in view of all seated positions stating that helmets should not be worn in cab. The label shall also warn of potential injury or death that could be caused by wearing helmet in cab.

VEHICLE BACKING LABEL - FAMA17

A permanent label shall be provided inside of the cab in view of the driver advising of proper procedures to following when the apparatus is in reverse motion. The label shall also warn of potential injury or death that be caused by failing to follow proper procedures.

- “Do Not Move Apparatus When Light Is On” sign adjacent to the warning light indicating a hazard if the apparatus is moved (as described in subsequent section).

CHASSIS DATA LABELS

The following information shall be on labels affixed to the vehicle:

Fluid Data:

- Engine oil
- Engine coolant
- Chassis transmission fluid
- Pump transmission lubrication fluid
- Pump primer fluid (if applicable)
- Drive axle(s) lubrication fluid
- Air conditioning refrigerant
- Air conditioning lubrication
- Power steering fluid

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- Cab tilt mechanism fluid (if applicable)
- Transfer case fluid
- Equipment rack fluid (if applicable)
- Air compressor system lubricant
- Generator system lubricant (if applicable)

Chassis Data:

- Chassis Manufacturer
- Production Number
- Year Built
- Month Manufactured
- Vehicle Identification Number

Location shall be in the driver's compartment of the chassis cab.

OVERALL HEIGHT, LENGTH, GVW DATA PLAQUE

A "high visibility" plate shall be permanently mounted in the cab, visible to driver when seated.

The plate shall show the overall height of the completed apparatus in feet and inches, the overall length of the completed apparatus in feet and inches.

The plate shall also show the gross vehicle weight rating (GVWR) in tons.

Text shall also be supplied on the plate, indicating that the information shown is current upon completion of the apparatus. If the overall height of the apparatus changes after the apparatus is put into service, then the purchaser must revise the dimensions on the plate.

"NO RIDE" LABEL

A label shall be located on the vehicle at the rear step areas, and at any cross walkways, if they exist. The label(s) shall warn personnel that riding in or on these areas while the vehicle is in motion is prohibited.

FAMA SAFETY GUIDE

One (1) copy of the latest edition of FAMA's Fire Apparatus Safety Guide shall be provided with the completed apparatus.

== CHASSIS, CUSTOM - FB-94 - 7.250 03/07/23 ==

CUSTOM CHASSIS SPECIFICATION

CHASSIS PROVIDER

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The Spartan chassis, as detailed in the attached specifications, shall be ordered and supplied by the apparatus manufacturer.

== CUSTOM - FB-94, CHASSIS MODS - 7.250 03/07/23 ==

HUB COVERS (front)

Stainless steel hub covers shall be provided on the front axle.

HUB COVERS (rear)

A pair of stainless steel high hat hub covers shall be provided on rear axle hubs.

COVERS, LUG NUT, CHROME

Chrome lug nut covers shall be supplied on front and rear wheels.

EXHAUST SYSTEM

The chassis exhaust system shall be provided as detailed in the chassis specifications. NO modifications shall be made by the apparatus manufacturer.

HOT EXHAUST DANGERS LABEL - FAMA# 04

A permanent label shall be provided near any hot exhaust surface that warns of potential injury or death that could be caused by contact with the surface. The label shall also state precautions that should be taken while working on or around the surface.

BUMPER

The front bumper shall be provided as detailed in the chassis specifications.

DRY-MAT - CHASSIS SUPPLIED FRONT BUMPER COMPARTMENT

The front bumper compartment shall contain turtle tile, dry-mat flooring to allow for hose to dry.

The turtle tile shall be black in color.

REAR MUD FLAPS

A pair of black rubber mud flaps, with the Manufacturer's logo, shall be provided and installed behind the rear wheels.

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CAB LIFT CONTROL LOCATION

The cab lift controls for tilting the cab shall be recess mounted in the right hand side pump panel.

DUAL USB PORT

One (1) Kussmaul model # 091-219-5 shall be installed in the console. It shall contain two (2) 2.4 amp USB charging ports.

== PUMP & PLUMBING - FB-94 - 7.250 03/07/23 ==

PUMP, MODULE, AND RELATED ITEMS

NFPA 1901 COMPLIANT PUMP

The fire pump and related plumbing on the specified apparatus shall be installed in accordance with applicable NFPA 1901 guidelines at the time the contract was placed.

HALE QMAX PUMP ASSEMBLY

The pump shall be of a size and design to mount on the chassis rails of commercial and custom truck chassis.

The entire pump shall be assembled and tested at the pump manufacturer's factory.

The pump shall be driven by a drive line from the truck transmission. The engine shall provide sufficient horsepower and RPM to enable pump to meet and exceed its rated performance.

The entire pump, both suction and discharge passages, shall be hydrostatically tested to a pressure of 600 PSI. The pump shall be fully tested at the pump manufacturer's factory to the performance spots as outlined by the latest NFPA Pamphlet No. 1901. Pump shall be free from objectionable pulsation and vibration.

The pump body and related parts shall be of fine grain alloy cast iron, with a minimum tensile strength of 30,000 PSI (2069 bar). All metal moving parts in contact with water shall be of high quality bronze or stainless steel. Pump utilizing castings made of lower tensile strength cast iron not acceptable.

Pump body shall be horizontally split, on a single plane in two (2) sections for easy removal of entire impeller assembly including wear rings and bearings from beneath the pump without disturbing piping or the mounting of the pump in chassis.

The pump body shall extend as one piece across the truck chassis from side mounting to side mounting and incorporate the discharge manifolding system with a minimum of (2) 4" ports and (7) 3" ports.

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The pump shall have one (1) double suction impeller. The pump body shall have two opposed discharge volute cutwaters to eliminate radial unbalance. (No exceptions)

Pump shaft to be rigidly supported by three bearings for minimum deflection. One high lead bronze sleeve bearing to be located immediately adjacent to the impeller (on side opposite the gearbox). The sleeve bearing is to be lubricated by a force fed, automatic oil lubricated design, pressure balanced to exclude foreign material. (No exceptions.) The remaining bearings shall be heavy-duty, deep groove ball bearings in the gearbox and they shall be splash lubricated.

Pump impeller shall be hard, fine grain bronze of the mixed flow design; accurately machined and individually balanced. The vanes of the impeller intake eyes shall be of sufficient size and design to provide ample reserve capacity utilizing minimum horsepower.

Impeller clearance rings shall be bronze, easily renewable without replacing impeller or pump volute body, and of wrap-around double labyrinth design for maximum efficiency. (No exceptions.)

The pump shaft shall be heat-treated, electric furnace, corrosion resistant stainless steel to be superfinished under for longer shaft life. Pump shaft must be sealed with double-lip oil seal to keep road dirt and water out of gearbox.

ELECTRONIC PUMP MANUALS

Two (2) sets of electronic fire pump service and operation manuals shall be provided with the completed apparatus.

PUMP WARRANTY

The pump shall be covered by the Hale Pro-Tech 5-year pump warranty against workmanship and materials. Both parts and labor shall be covered for the first 2 years and years 3-5 shall have parts only coverage.

GEARBOX

Pump gearbox shall be of sufficient size to withstand up to 16,000 lbs. ft. of drive through torque of the engine system. The drive unit shall be designed of ample capacity for lubrication reserve and to maintain the proper operating temperature.

The gearbox drive shafts shall be of heat-treated chrome nickel steel and at least 2-3/4 inches in diameter, on both the input and output drive shafts. They shall withstand the full torque of the engine.

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All gears, both drive and pump, shall be of highest quality electric furnace chrome nickel steel. Bores shall be ground to size and teeth integrated and hardened, to give an extremely accurate gear for long life, smooth, quiet running, and higher load carrying capability. An accurately cut spur design shall be provided to eliminate all possible end thrust. (No exceptions.)

The pump ratio shall be selected by the apparatus manufacturer to give maximum performance with the engine and transmission selected.

If the gearbox is equipped with a power shift, the shifting mechanism shall be a heat treated, hard anodized aluminum power cylinder, with stainless steel shaft. An in-cab control for rapid shift shall be provided that locks in road or pump.

MIDSHIP PUMP RATIO

The ratio for the midship pump shall be 2.32:1 (23).

MECHANICAL SEAL

The pump shall have a mechanical seal. One (1) only required on the suction (inboard) side of the pump. The mechanical seal shall be two (2) inches in diameter and shall be spring loaded, maintenance free and self-adjusting. Mechanical seal construction shall be a carbon sealing ring, stainless steel coil spring, Viton rubber cup, and a tungsten carbide seat with Teflon backup seal.

1500 GPM FIRE PUMP SPECIFICATIONS

The centrifugal type fire pump shall be a Hale model QMAX midship mounted with a rated capacity of 1500 GPM. The pump shall meet NFPA 1901 requirements.

The pump shall be certified to meet the following deliveries:

1500 gpm (5678 L/M) @ 150 psi (10.3 bar)
1050 gpm (3974 L/M) @ 200 psi (13.8 bar)
750 gpm (2839 L/M) @ 250 psi (17.2 bar)

LEFT SIDE INLET - 6.00"

One (1) 6.00" steamer inlet with male NST threads shall be provided on the left side of the pump module. The inlet shall have a removable screen.

INLET CAP

One (1) 6.00" chrome plated cap with long handles and NST threads shall be supplied. The cap shall be capable of withstanding 500 PSI and be trimmed with the apparatus manufacturer's logo in the center of the cap.

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RIGHT SIDE INLET - 6.00"

One (1) 6.00" steamer inlet with male NST threads shall be provided on the right side of the pump module. The inlet shall have a removable screen.

INLET CAP

One (1) 6.00" chrome plated cap with long handles and NST threads shall be supplied. The cap shall be capable of withstanding 500 PSI and be trimmed with the apparatus manufacturer's logo in the center of the cap.

FIRE PUMP SPLIT SHAFT DRIVESHAFTS AND INSTALLATION

The mid-ship split shaft fire pump shall be installed and shall include installation of the fire pump, modification and/or fabrication of new drivelines and all pump-mounting brackets.

PUMP DRIVELINE

The pump transmission driveline shall be supplied with 1710 series yokes and bearings to match the cab chassis driveline.

TRANSMISSION LOCK-UP DEVICE

The automatic chassis transmission shall be delivered to the body builder with high gear lock up device installed on the automatic transmission, to allow proper gear ratio for pump operation. The transmission shall be programmed by the chassis manufacturer to include this feature.

PUMP SHIFT CONTROLS

The pump shift controls shall be supplied with the custom chassis.

PIPING AND MANIFOLDS

All the plumbing and/or piping in the pump module shall be of 304 stainless steel or flexible piping for long life. All stainless-steel castings shall be a minimum of schedule 40. All NPT pipe thread connections larger than 0.75" connections shall be avoided in the construction of the plumbing system. The following valves shall have groove connection: rear discharge, tank fill, all 2.00" and 2.50" pre-connect valves.

The flexible piping shall be black SBR synthetic rubber hose with 300 working pounds and 1,200 pounds burst pressure for sizes 1.50" through 4.00". Sizes 0.75", 1.00" and 5.00" are rated at 250 lb. working and 1,000 lb. burst pressure. All sizes are rated at 30 HG vacuum. Reinforcement consists of two (2) plies of high tensile strength tire cord for all sizes and helix wire installed in sizes 1.00"

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through 5.00" for maximum performance in tight bend applications. The material has a temperature rating of -40 degrees F to 210 degrees F. Full flow couplings are precision machined from high tensile strength stainless steel. All female couplings are brass. 0.75" and 1.00" male and Victaulic couplings are brass

INDIVIDUAL DRAINS

All 2.00" or larger discharge outlets shall be equipped with a 0.75" ball valve drain valve or larger.

HOSE THREADS- NST

All hose threads shall be National Standard Thread (NST) on all base threads on the apparatus intake and discharges, unless otherwise specified.

MASTER PUMP DRAIN

The pump shall be equipped with a Class 1 Master Pump drain to allow draining of the lower pump cavities, volute and selected water carrying lines and accessories. The drain shall have an all brass body with a stainless steel return spring.

U.L. TEST POINTS

Two (2) U.L. test points shall be mounted on the pump panel for testing of the vacuum and pressures. The test points shall be a single piece with individual ports for suction and discharge.

PUMP CERTIFICATION

The fire pump shall be tested to meet the flow requirements of the pump. A written certification shall be provided with the completed vehicle.

RELIEF VALVE

There shall be one (1) suction side stainless steel relief pump valve provided on the pump system. The valve shall be configured with a 2.50" male NST discharge outlet.

FIRE PUMP PRIMING SYSTEM

A Trident Model #31.001.2 air operated priming system shall be installed. The unit shall be of all brass and stainless steel construction and designed for fire pumps of 1,250 GPM (4,600 LPM) or more. The primer shall be three-barrel design with direct connection to the Hale fire pump. The primer shall automatically drain when the panel control actuator is not in operation. The connection to the pump shall have an integral Hale strainer.

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The priming system shall be capable to a vertical lift to 22.00" of mercury and shall be fully compliant to applicable NFPA standards for vertical lift. The system shall create vacuum by using air from the chassis air brake system through a three-barrel multi-stage internal "venturi nozzles" within the primer body.

The primer control shall have a manually operated, panel mounted "push to prime" air valve; which will direct air pressure from the air brake storage tank to the primer body. To prevent freezing, no water shall flow to and from the panel control.

THERMAL RELIEF VALVE

A Hale Model TRV120 Thermal Relief Valve shall be provided on the pump. If water temperature in the pump exceeds 120 degrees Fahrenheit, the thermal relief valve shall automatically open and discharge pump water to the ground, through a 0.375" discharge line, routed below the pump module. The thermal relief valve shall automatically close when the water temperature is lowered.

PUMP COOLING/BYPASS LINE

There shall be a 0.25" line installed from the discharge side of the pump to the water tank. The line shall be used to cool the pump during long periods of pumping when water is not being discharged. The pump cooler shall be controlled with a quarter-turn ball valve on main pump panel, and shall be clearly labeled "Pump Cooler".

CHASSIS ENGINE HEAT EXCHANGER COOLING SYSTEM

The apparatus shall be equipped with a heat exchanger for supplementary chassis engine cooling during fire pump operations. The system shall provide cooling water from the fire pump to circulate around the engine radiator coolant without mixing or coming in direct contact with the engine coolant. The unit shall be installed by the chassis manufacturer and connected to the plumbing system by the fire apparatus manufacturer.

ANODES

The fire pump shall be equipped with replaceable alloy anodes. The pump shall have one (1) anode on each intake section and one (1) anode on the discharge section of the fire pump, for a total of three (3).

PRESSURE GOVERNOR and ENGINE MONITORING DISPLAY

Fire Research PumpBoss Max series PBA501-D00 pressure governor and control module kit shall be installed. The kit shall include a control module, intake pressure sensor, discharge pressure sensor, and cables. The control knob shall be 2" in diameter with no mechanical stops, have a serrated grip, and a red idle push button in the center. It shall not extend more than 2" from the front of the control module. The control LCD shall be 3.5" in size with a minimum brightness of 1000 nits and optically

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bonded to 3mm Borofloat Glass. Inputs for monitored engine information shall be from a J1939 data bus or independent sensors. Outputs for engine control shall be on the J1939 data bus. Inputs from the pump discharge and intake pressure sensors shall be electrical.

The following continuous displays shall be provided:

- Engine RPM; shown on LCD screen
- Check engine and stop engine warning; shown on LCD screen
- Engine oil pressure; shown on LCD screen
- Engine coolant temperature; shown on LCD screen
- Transmission Temperature; shown on LCD screen
- Battery voltage; shown on LCD screen
- Pressure and RPM operating mode LEDs
- Pressure / RPM setting; shown on LCD screen
- Throttle ready / Ok to Pump LEDs.

On screen (LCD) message display shall show diagnostic and warning messages as they occur. It shall show monitored apparatus information, stored data, and program options when selected by the operator. LCD Screen and LED's intensity shall be automatically adjusted for day and nighttime operation.

The program shall store the accumulated operating hours for the pump and engine to be displayed with the push of a button. It shall monitor inputs and support audible and visual warning alarms for the following conditions:

- High Battery Voltage
- Low Battery Voltage (Engine Off)
- Low Battery Voltage (Engine Running)
- High Transmission Temperature
- Low Engine Oil Pressure
- High Engine Coolant Temperature
- Out of Water (visual alarm only)
- No Engine Response (visual alarm only).

The program features shall be accessed via push buttons located on the front of the control module. There shall be a USB port located at the rear of the control module to upload future firmware enhancements.

The pressure governor shall operate in two control modes, pressure and RPM. No discharge pressure or engine RPM variation shall occur when switching between modes. A throttle ready and Ok to Pump LED shall light when the interlock signal is recognized. The pressure governor shall start in pressure mode and set the engine RPM to idle. In pressure mode the pressure governor shall automatically regulate the discharge pressure at the level set by the operator. In RPM mode the governor shall maintain the engine RPM at the level set by the operator except in the event of a discharge pressure increase. The pressure governor shall limit a discharge pressure increase in RPM

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mode to a maximum of 30 psi. Other safety features shall include recognition of low water and no water conditions with an automatic programmed response and a push button to return the engine to idle.

The pressure governor control module shall be programmed at installation for a specific engine.

LEFT SIDE FORWARD AUXILIARY INTAKE

One (1) 2.50" gated suction intake shall be installed on the left hand side pump panel in the forward position to supply the fire pump from an external water supply. The intake shall have a 2.50" chrome plated female NST swivel connection with screen.

An Akron Brass 2.50" generation II swing-out valve shall be provided for the left hand side auxiliary suction.

The side auxiliary inlet will incorporate a quarter-turn ball valve with a swing-type manual control located adjacent the intake.

The intake shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

One (1) 2.50" chrome plated plug shall be provided. The plug shall be equipped with MNST threads, rocker lugs, and chain.

TANK TO PUMP LINE

One (1) 3.00" tank to pump line shall be provided for connection between the water tank and the fire pump.

An Akron Brass 3.00" generation II swing-out valve shall be provided for the tank to pump line.

The quarter turn valve shall be manually operated with a Class1 locking push pull control rod.

TANK FILL/ RECIRCULATION LINE

One (1) 2.00" fire pump to water tank refill and pump bypass cooler line shall be provided.

An Akron Brass 2.00" generation II swing-out valve shall be provided for the tank fill line.

The quarter turn valve shall be manually operated with a Class1 locking push pull control rod.

LEFT SIDE FRONT PANEL DISCHARGE

One (1) 2.50" discharge with valve shall be located on the left side panel.

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An Akron Brass 2.50" generation II swing-out valve shall be provided for the discharge.

The quarter turn valve shall be manually operated with a swing handle from the left hand side pump operator's panel.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

The discharge shall be equipped with an integral, stainless steel, 30-degree elbow terminating with 2.50" MNST threads.

One (1) 2.50" chrome plated cap with self-venting lungs shall be provided. The cap shall be equipped with FNST threads, rocker lugs, and chain.

LEFT SIDE REAR PANEL DISCHARGE

One (1) 2.50" discharge with valve shall be located on the left side panel.

An Akron Brass 2.50" generation II swing-out valve shall be provided for the discharge.

The quarter turn valve shall be manually operated with a swing handle from the left hand side pump operator's panel.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

The discharge shall be equipped with an integral, stainless steel, 30-degree elbow terminating with 2.50" MNST threads.

One (1) 2.50" chrome plated cap with self-venting lungs shall be provided. The cap shall be equipped with FNST threads, rocker lugs, and chain.

RIGHT SIDE FRONT PANEL DISCHARGE

One (1) 3.00" discharge with valve shall be located on the right side panel.

An Akron Brass 3.00" generation II swing-out valve shall be provided for the discharge. The valve shall be of the slow-close design so as not to allow the valve to open or close in less than 3 seconds.

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The quarter turn valve shall be manually operated with a Class1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

The 3.00" outlet shall be equipped with an integral, stainless steel, 30-degree elbow terminating with 3.00" MNST threads.

STORZ ADAPTER

One (1) TFT model AA1ST-NL adapter shall be provided. The adapter shall be configured with a 5.00" rigid Storz coupling and a 3.00" female NST rigid rocker lug coupling.

STORZ CAP

One (1) TFT model #A01ST 5.00" Storz cap with lanyard shall be provided.

RIGHT SIDE REAR PANEL DISCHARGE

One (1) 2.50" discharge with valve shall be located on the right side panel.

An Akron Brass 2.50" generation II swing-out valve shall be provided for the discharge.

The quarter turn valve shall be manually operated with a Class1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

The discharge shall be equipped with an integral, stainless steel, 30-degree elbow terminating with 2.50" MNST threads.

One (1) 2.50" chrome plated cap with self-venting lungs shall be provided. The cap shall be equipped with FNST threads, rocker lugs, and chain.

CROSSLAY PRE-CONNECT DISCHARGE #1

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One (1) 1.75" crosslay pre-connect shall be installed in the pump module above the pump. The crosslay shall be plumbed using 2.00" stainless steel pipe, and/or flexible piping. A minimum of one (1) grooved pipe coupling shall be furnished in this assembly, if necessary, to allow for flex and serviceability.

The crosslay discharge shall terminate below the hose bed floor with a 1.50" NSTM chicksan swivel adapter. The crosslay hose bed floor shall be slotted to allow the swivel to extend up through the floor, allowing the pre-connected hose to be pulled off either side of the apparatus without kinking the hose at the coupling connection.

Crosslay discharge #1 shall be designed to have a minimum total capacity of 3.5 cubic feet as required by NFPA -1901 to accommodate a minimum of 200 feet of 1.75" fire hose.

An Akron Brass 2.00" generation II swing-out valve shall be provided for crosslay #1 discharge.

The quarter turn valve shall be manually operated with a Class 1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

CROSSLAY PRE-CONNECT DISCHARGE #2

One (1) 1.75" crosslay pre-connect shall be installed in the pump module above the pump. The crosslay shall be plumbed using 2.00" stainless steel pipe, and/or flexible piping. A minimum of one (1) grooved pipe coupling shall be furnished in this assembly, if necessary, to allow for flex and serviceability.

The crosslay discharge shall terminate below the hose bed floor with a 1.50" NSTM chicksan swivel adapter. The crosslay hose bed floor shall be slotted to allow the swivel to extend up through the floor, allowing the pre-connected hose to be pulled off either side of the apparatus without kinking the hose at the coupling connection.

Crosslay discharge #2 shall be designed to have a minimum total capacity of 3.5 cubic feet as required by NFPA -1901 to accommodate a minimum of 200 feet of 1.75" fire hose.

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An Akron Brass 2.00" generation II swing-out valve shall be provided for crosslay #2 discharge.

The quarter turn valve shall be manually operated with a Class 1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

DUNNAGE AREA

A dunnage area shall be provided above the pump enclosure for equipment mounting and storage. This area shall be furnished with a 0.1875" aluminum floor and shall be enclosed on the sides.

NOTE: The size of this storage area may vary when top mounted crosslays, booster reel(s), etc., are specified and located in this area.

CROSSLAY DIVIDER

One (1) crosslay divider shall be provided, one (1) between the #1 and #2 crosslay.

The divider shall be constructed from 0.188" thick abraded aluminum plate and shall be mounted on a base T-extrusion that provides lower support the length of the divider.

ALUMINUM CROSSLAY COVER

A 0.1875" polished aluminum tread plate cross lay cover shall be provided with a full length stainless steel hinge at the rear of the cover.

CROSSLAY COMPARTMENT ENDS - VINYL FLAPS

The crosslay compartment shall be enclosed on each end using a heavy duty vinyl flap to prevent hose from accidentally unloading. The cover shall be secured with a black shock cord/ hook system on the bottom and permanently secured on the top.

The crosslay end flaps shall be Red in color.

DECK GUN DISCHARGE

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One (1) 3.00" discharge with valve shall be located on the top of the pump. The valve shall be a quarter turn ball type and fixed pivot design to allow easy operation at all pump pressures. The 3.00" outlet shall be equipped with an integral, stainless steel flange terminating with 3.00" Victaulic. The discharge shall be plumbed to the top of the module using 3.00" schedule 10 stainless steel pipe. The pipe shall terminate in a 3.00" MNPT thread. The pipe shall be held in place by a 2 piece stainless steel bracket.

An Akron Brass 3.00" generation II swing-out valve shall be provided for the deck gun discharge. The valve shall be of the slow-close design so as not to allow the valve to open or close in less than 3 seconds.

The quarter turn valve shall be manually operated with a Class 1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

One (1) Class1 automatic 0.75" drain valve(s) shall be installed. The valve shall have an all brass body with heavy duty neoprene seal. The valve shall be normally open and shall close at 6 psi using an all brass check assembly with stainless steel spring.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

DECK GUN MOUNTING ADAPTER

One (1) 3" FNPT 150# Ansi Companion Flange shall be installed on the end of the deck gun outlet for mounting of a deck gun.

LEFT HAND SIDE REAR DISCHARGE

One (1) 2.50" discharge with valve shall be plumbed to the left hand side rear of the apparatus.

An Akron Brass 2.50" generation II swing-out valve shall be provided for the rear discharge.

The quarter turn valve shall be manually operated with a Class1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

A 2.50" Class1 discharge pressure gauge (0-400 PSI) shall be provided. The face of the gauge shall be a WHITE dial with black letters.

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The discharge shall have a 2.50" Female NST swivel rocker lug x 2.50" Male NST 30 degree chrome elbow adapter provided.

One (1) 2.50" chrome plated cap shall be provided. The threads shall be NST and the cap shall be equipped rocker lugs and chain.

FRONT DISCHARGE

One (1) 1.50" discharge with 2.00" schedule 10 stainless steel piping, flexible hosing, 45 degree elbows, and a limited number of 90 degree sweep elbows in an assembly from the pump to the front of the apparatus. A minimum of one (1) grooved pipe coupling shall be furnished in this assembly to allow for flex and serviceability. Automatic discharge drains shall be provided at all low points in the plumbing.

An Akron Brass 2.00" generation II swing-out valve shall be provided for the front discharge.

The quarter turn valve shall be manually operated with a Class1 locking push pull control rod. It shall have a chrome plated zinc handle with a recessed area for 1.00" x 3.00" identification tag. The controls shall be locked in any position.

The discharge shall also come equipped with a quarter-turn 0.75" drain valve and a matching color coded bezel.

DISCHARGE ADAPTER

The discharge shall terminate with a 1.50" NST mattydale swivel shall be located through the center of the hose box flooring.

4.50" MASTER PRESSURE GAUGE

One (1) Class1, 4.50" liquid filled master pressure gauge with stainless steel bezel shall be provided, reading from 0 Hg. to 400 psi. It shall be accurate to within 1%. The gauge shall have a white face and black markings. The gauge shall be located on the pump operator's panel.

4.50" MASTER INTAKE GAUGE

One (1) Class 1, 4.50" liquid filled master intake gauge(s) with stainless steel bezel shall be provided, reading from -30" Hg. to 400 psi. It shall be accurate to within 1%. The gauge shall have a white face and black markings. The gauge shall be located on the pump operator's panel.

LED WATER LEVEL GAUGE (PUMP PANEL)

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One (1) Hale model # "ITL-40R" Tank Level Gauge for indicating water level shall be installed on the pump operator's panel. The tank level gauge shall indicate the liquid level or volume on an easy to read LED display with a visual indicator at nine (9) precise levels, using one (1) color. The system shall include the ability to display "text messages" and have built-in diagnostic capabilities. Additional secondary displays (if requested) are to be easily integrated and will receive data from the same source as the Master Display.

The LED display shall be red in color.

CLASS1 MINI WATER LEVEL GAUGE

One (1) Hale Intelli-Tank model # 610-00049 remote mini tank level gauge for indicating the water level of the tank shall be provided in the cab. The tank level gauge shall indicate the liquid level on an easy 4 light display and show increments of 1/4 of a tank.

PUMP, MODULE, AND RELATED ITEMS

ALUMINUM PUMP MODULE CONSTRUCTION

The pump module shall be constructed entirely of extrusions and aluminum plate. The framework shall be formed from beveled aluminum alloy extrusions. The pump module design must allow normal frame deflection through isolation mounts without imposing stress on the pump module structure or side running boards. The pump module shall consist of a welded framework, properly braced to withstand chassis frame flexing. The pump module support shall be bolted to the frame rails of the chassis.

INDEPENDENT PUMP MODULE

The pump module shall be fabricated as individual unit independent from the body.

PUMP PANEL -- SIDE MOUNT

The pump operator's control panel shall be located on the left hand side of the apparatus. The pump enclosure side panels shall be completely removable and designed for easy access and servicing.

HINGED GAUGE PANEL

A full width, horizontally hinged gauge access panel shall be located on the left hand side of the pump module above the main control panel.. Two (2) black powder coated SouthCo. push type locks shall be provided along with lanyards.

PUMP ENCLOSURE ACCESS DOOR -- RIGHT SIDE UPPER

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A pump panel access door shall be provided on the upper right side of the side mount pump enclosure. The access door shall be approximately 24.00" high and as wide as possible. Three (3) black powder coated SouthCo. push type locks shall be provided along with lanyards.

The drains located on the right hand side panel shall be fastened to the lower panel, which shall be stationary.

PUMP PANEL MATERIAL

The pump module panels shall be fabricated from 14 gauge 304L stainless steel with a brushed finish.

PUMP PANEL LIGHT SHIELD, LH SIDE PANEL

One (1) LED strip light shall be installed under an instrument panel light hood on the left side pump panel.

PUMP PANEL LIGHT SHIELD, RH SIDE PANEL

One (1) LED strip light shall be installed under an instrument panel light hood on the right side pump panel.

A weather resistant switch, located on the pump operator's panel shall be provided to activate the lights.

PUMP COMPARTMENT LIGHT

One (1) LED strip light shall be provided inside the pump compartment area. The light shall activate with the switch on the pump operator's panel.

LEFT SIDE RUNNING BOARD

The left pump panel shall be equipped with a side running board. The running board shall be constructed of 0.125" embossed fire apparatus bright aluminum treadplate. It shall be a minimum of approximately 11.00" deep x the width of the module. The running board shall have an upward bend on the inside edge to act as a kick plate. The running board shall be attached to a frame mounted outrigger support structure. The running board shall have a 3.00" downward bend on the front and side faces with a 1.00" underside return for superior strength.

RIGHT SIDE RUNNING BOARD

The right pump panel shall be equipped with a side running board. The running board shall be constructed of 0.125" embossed fire apparatus bright aluminum treadplate. It shall be a minimum of approximately 11.00" deep x the width of the module. The running board shall have an upward bend

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on the inside edge to act as a kick plate. The running board shall be attached to a frame mounted outrigger support structure. The running board shall have a 3.00" downward bend on the front and side faces with a 1.00" underside return for superior strength.

FRONT PUMP HOUSE COVER

The front of the pump enclosure shall be covered with .125" aluminum treadplate.

HOSE RESTRAINT LABEL - FAMA# 22

A permanent label shall be provided near any hose storage area. The label shall instruct the operator to insure that all hose is properly secured prior to placing the apparatus in motion and to provide warning of potential dangers, including injury or death, in failing to do so.

INTAKE/DISCHARGE CAP PRESSURE LABEL - FAMA# 18

A permanent label shall be provided in all areas that intakes and discharges are capped. The label shall give instruction on how to properly remove the cap. The label shall also warn of potential dangers, injury or death that be caused by failing to follow proper cap removal procedures.

TRAINED OPERATOR ONLY LABEL - FAMA# 25]

A permanent label shall be provided on the pump panel that states that only properly trained personnel should operate the apparatus and shall indicate that injury or death could occur as a result.

PUMP PANEL ID PLATE

An identification plate shall be installed on the pump operator control panel to identify the fire pump serial number, model number, and performance.

COLOR CODED PUMP PANEL LABELING AND NAMEPLATES

Discharge and intake valve controls shall be color coded in compliance to guidelines of applicable sections of NFPA standards. Innovative Controls permanent type nameplates and instruction panels shall be installed on the pump panel for safe operation of the pumping equipment and controls.

== PUMPER BODY, SINGLE AXLE, CUSTOM, LOW HOSEBED - 7.250 03/07/23 ==

WATER TANK AND RELATED COMPONENTS

1000 GALLON POLY TANK- "L" DESIGN

The tank shall have a capacity of 1000 US gallons / 832 Imperial gallons / 3785 liters.

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TANK MATERIAL

This material shall be a non-corrosive stress relieved thermoplastic and UV stabilized for maximum protection. Tank shell thickness may vary depending on the application and may range from 0.50" to 1.00" as required. Internal baffles are generally 0.375" in thickness.

CONSTRUCTION

The booster and/or foam tank shall be of a specific configuration and is so designed to be completely independent of the body and compartments. Joints and seams shall be fused using nitrogen gas as required and tested for maximum strength and integrity. The top of the booster tank is fitted with removable lifting assembly designed to facilitate tank removal. The transverse and longitudinal swash partitions shall be manufactured of a minimum of 0.375" polypropylene.

All partitions shall be equipped with vent and air holes to permit movement of air and water between compartments. The partitions shall be designed to provide maximum water flow. All swash partitions interlock with one another and are completely fused to each other as well as to the walls of the tank. All partitions and spacing shall comply with NFPA 1901. Tolerances in design allow for a maximum variation of 0.125" on all dimensions.

The tank cover shall be constructed of 0.50" thick polypropylene and UV stabilized, to incorporate a multi-piece locking design, which allows for individual removal and inspection if necessary. The tank cover(s) shall be flush or recessed 0.375" from the top of the tank and shall be fused to the tank walls and longitudinal partitions for maximum integrity. Each one of the covers shall have hold downs consisting of 2.00" minimum polypropylene dowels spaced a maximum of 40.00" apart. These dowels shall extend through the covers and will assist in keeping the covers rigid under fast filling conditions. A minimum of two (2) lifting dowels shall accommodate the necessary lifting hardware.

OUTLETS

There will be two (2) standard tank outlets: one (1) for the tank-to-pump suction line, which shall be sized to provide adequate water flow to the pump; and, one (1) for tank fill line, which shall be sized according to the NFPA minimum size chart for booster tanks. All tank fill couplings shall be backed with flow deflectors to break up the stream of water entering the tank, and be capable of withstanding sustained fill rates of up to 1000 gpm.

CAPACITY CERTIFICATION

All water and foam tanks shall be tested and certified as to capacity.

CENTER OF GRAVITY

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A center of gravity calculation shall be determined for each tank and provided as requested in order to provide the apparatus manufacturer with the necessary data to design and certify the apparatus with respect to the NFPA requirements regarding rollover stability. This information may be used by the apparatus manufacturer to assist in the calculation of the apparatus's ability to meet the tilt table static rollover threshold or calculated Center of Gravity requirements per NFPA.

WATER FILL TOWER AND COVER

The tank shall have a combination vent and manual fill tower. The fill tower shall be constructed of 0.50" polypropylene and shall be a minimum dimension of 12.00" x 12.00" outer perimeter. The tower shall have a 0.25" thick removable polypropylene screen and a polypropylene hinged cover. The capacity of the tank shall be engraved on the top of the fill tower lid.

FILL TOWER LOCATION

The fill tower shall be located in the left front area of the tank.

Inside the fill tower there shall be a combination vent/overflow pipe. The vent overflow shall be a minimum of schedule 40 polypropylene pipe with a minimum I.D. of 4.00" that is designed to run through the tank, and shall be piped to discharge water behind the rear wheels as required in NFPA 1901 so as to not interfere with rear tire traction.

SUMP

There shall be one (1) sump standard per tank. The sump shall be constructed of a minimum of 0.50" polypropylene and be located in the left front quarter of the tank, unless specified otherwise. On all tanks that require a front suction, a 3.00" schedule 40 polypropylene pipe shall be installed that will incorporate a dip tube from the front of the tank to the sump location. The sump shall have a minimum 3.00" N.P.T. threaded outlet on the bottom for a drain plug per NFPA. This shall be used as a combination clean-out and drain. All tanks shall have an anti-swirl plate located approximately 3.00" above the inside floor.

WATER TANK CLEAN-OUT PLUG

A 3.00" cleanout plug shall be provided in the bottom of the tank.

HOSE BED -72.00"- LOW DESIGN

The body shall have an intergraded upper hose bed. The floor of the hose bed shall be a removable welded assembly constructed of 6.00" wide aluminum hose bed slats and structural channel cross members. Two (2) cross car Unistrut style channels shall be incorporated in the design for divider mounting.

ALUMINUM HOSEBED DIVIDER(S) (1)

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There shall be One (1) hosebed divider(s) provided. The hosebed divider(s) shall be constructed of 0.25" smooth aluminum plate with an extruded aluminum base welded to the bottom. The divider(s) shall be adjustable from side to side in the hose bed to accommodate varying hose loads.

HOSEBED PARTITION REINFORCEMENT

The top and rear edge of each of the hose bed partitions will have a 0.75" integral tubing reinforcement welded on for additional support.

HOSE BED COVER

A heavy duty 18 oz. vinyl hose bed cover shall be provided to protect the hose load from the weather. The cover shall extend from the front of the hosebed to the rear and then extend downward to cover the exposed rear of the bed and from the left side to the right side of the hosebed. The cover shall be secured utilizing a velcro fastening system at the front and sides of the hosebed body.

The vinyl cover shall be red in color.

APPARATUS BODY

BODY DESIGN AND CONSTRUCTION

The body shall be modular in design, allowing it to be removed and remounted on a new chassis. The body shall be fabricated using aluminum extrusions, angle, smooth aluminum sheet and aluminum treadplate. The apparatus body shall have full height compartments on both sides.

The body shall have a "L" tank design in order to incorporate a lowered hose bed.

FLOOR AND UNDERSTRUCTURE

The tank area floor shall be a single piece design made of 0.1875" Aluminum Sheet. The floor shall be supported by extruded 6061 aluminum alloy 2.00" x 4.00" x 0.250" wall structural tube crossmembers.

BODY AND COMPARTMENT FABRICATION - 3/16" ALUMINUM

All compartment panels and body side sheets will be fabricated entirely of 0.1875" aluminum (5052-H32).

COMPARTMENT CONSTRUCTION

The compartments shall be completely formed of 0.1875" 5052-H32 aluminum alloy.

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Compartment floors will be welded to the compartment walls and have a sweep out design for easy cleaning.

ACCESS PANELS

Removable access panels will be provided (if applicable) to access fuel tank sender, electrical junction compartment and rear body mounts.

Protective panels will be located in the rear compartments providing access to the lights and associated wiring. The covers will also serve as protective covers to prevent inadvertent damage to lights or wiring from tools or equipment located in the compartment.

COMPARTMENT LOUVERS

Ventilation between compartments to atmosphere shall be provided and located to avoid water entry into compartments.

COMPARTMENT SHELF TRACKS - ALUMINUM

All side body compartments be furnished with adjustable shelving track installed. The shelving track shall include a minimum of four (4) aluminum Uni-strut style channel tracks, mounted vertically on compartment side walls or vertical partitions.

COMPARTMENT SHELVING - SIDE COMPARTMENTS

Adjustable shelving shall be installed in the side compartments as identified later in this specification. Each shelf shall be made of 0.1875" smooth aluminum with a 2.00" high perimeter on the front and rear with side supports. Shelving will be vertically adjustable with spring nuts in aluminum strut channel.

FENDER PANELS

A single piece wheel well panel made of 0.1875" aluminum sheet shall be installed with no sharp edges to cut or damage cleaning equipment used in the wheel well area. The wheel well design shall provide for maximum wheel jounce and for use of tire chains without contacting the fender panel.

REAR WHEEL WELL LINERS

The rear wheel wells shall be equipped with replaceable circular liners to prevent road debris damage to adjacent side compartments. The liners shall be made from a single circular panel of 0.125" smooth aluminum and shall be the full depth of the side compartments. They shall be bolted in place and shall feature end flange bottom drains.

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REAR BODY FENDERETTES

A roll-formed, polished stainless steel fenderette shall be installed around the outboard edge of the rear wheel well openings to protect the body sides from road debris. They shall be bolted to the body and shall be replaceable.

BODY FRONT WALL OVERLAY

The front face of the side compartments, next to the driver and officer pump panels will be overlaid with full height aluminum tread plate protection panels.

TOP PROTECTION

The top of the welded in compartment ceiling will be overlaid with aluminum tread plate to provide an NFPA compliant stepping surface.

BODY SIDE RUB RAILS

Replaceable extruded aluminum channel rub rails, 2.00" high x 0.75" deep x 0.125" wall, shall be provided below the lower side compartments. Each rub rail shall have a black rubber bumper strip and mounting stand-off spacers. All rub rail ends shall be angle cut, back toward the body to eliminate the possibility of snagging crew clothing or equipment.

TOW HOOKS – REAR

Two (2) painted tow eyes will be furnished on the rear of the vehicle. The tow eyes will be made from plate steel and will be bolted directly to the chassis frame rails with grade 8 bolts and will extend below the body.

BODY WIDTH

The width of the apparatus body from the outside face of the left compartments to the outside face of the right compartments shall be 100.00" wide.

COMPARTMENT HEIGHT, LH SIDE

The left hand side body compartments shall be 70.00".

COMPARTMENT HEIGHT, RH SIDE

The right hand side body compartments shall be 70.00".

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COMPARTMENT DEPTH

The side compartments on the left and right hand side of the pumper body shall have a useable depth of 28.00" in the lower 30.00" tall area and 13.75" in the upper portion.

The compartments above the wheel wells shall have a useable depth of 13.75".

ROLL-UP DOORS

All lower compartment doors shall be equipped with AMDOR brand roll-up doors. The slats shall be 1.00" double wall aluminum with continuous ball and socket hinge joints designed to prevent water ingress and weather tight recessed dual durometer seals.

The interior door curtains shall be smooth to prevent equipment hang-ups. The door tracks and side frames shall each be one-piece aluminum. Each side seal shall be recessed, and non-marring with UV stabilizers to prevent warping.

The bottom panel flange shall have cut-outs for ease of access with gloved hands. The door strikers shall provide support beneath the lift bar to prevent door curtain bounce and potential false door ajar indications.

DOOR LOCKS- KEYED, MANUAL

Each roll-up door shall have a cylindrical lock installed by the roll-up door manufacturer.

The lock key type shall be: J-236

COMPARTMENT LIGHT(S)

One (1) full height Luma Bar LED strip light(s) shall be installed inside each of the body compartments.

The compartment light(s) shall be controlled by a magnetic "On-Off" switch located on each compartment door.

COMPARTMENTS- LEFT

LEFT SIDE COMPARTMENT IN FRONT OF REAR WHEELS, L1

There shall be a full height/ split depth compartment located ahead of the rear wheels on the left side of the apparatus body. This compartment shall be designated as L1 within these specifications.

- Compartment Dimensions: 46.50" wide x 62.00" high
- Door Opening: 41.50" wide x 57.00" high

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ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum full depth adjustable shelf/ shelves located in the compartment.

LEFT SIDE ABOVE WHEEL COMPARTMENT, L2

There shall be a standard height compartment located above the rear wheels on the left side of the apparatus body. This compartment shall be designated as L2 within these specifications.

- Compartment Dimensions: 59.00" wide x 29.50" high
- Door Opening: 54.00" wide x 24.50" high

ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum half depth adjustable shelf/ shelves located in the compartment.

LEFT SIDE COMPARTMENT BEHIND REAR WHEELS, L3

There shall be a full height compartment located behind of the rear wheels on the left side of the apparatus body. This compartment shall be designated as L3 within these specifications.

- Compartment Dimensions: 56.50" wide x 62.00" high
- Door Opening: 51.50" wide x 57.00" high

ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum full depth adjustable shelf/ shelves located in the compartment.

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PASSENGER'S SIDE COMPARTMENT DIMENSIONS:

RIGHT SIDE COMPARTMENT IN FRONT OF REAR WHEELS, R1

There shall be a full height compartment located ahead of the rear wheels on the right side of the apparatus body. This compartment shall be designated as R1 within these specifications.

- Compartment Dimensions: 46.50" wide x 62.00" high
- Door Opening: 41.50" wide x 57.00" high

ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum full depth adjustable shelf/ shelves located in the compartment.

RIGHT SIDE ABOVE WHEEL COMPARTMENT, R2

There shall be a standard height compartment located above the rear wheels on the right side of the apparatus body. This compartment shall be designated as R2 within these specifications.

- Compartment Dimensions: 59.00" wide x 29.50" high
- Door Opening: 54.00" wide x 24.50" high

ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum half depth adjustable shelf/ shelves located in the compartment.

RIGHT SIDE COMPARTMENT BEHIND REAR WHEELS, R3

There shall be a full height compartment located behind of the rear wheels on the right side of the apparatus body. This compartment shall be designated as R3 within these specifications.

- Compartment Dimensions: 56.50" wide x 62.00" high
- Door Opening: 51.50" wide x 57.00" high

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ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum full depth adjustable shelf/ shelves located in the compartment.

REAR BODY CONFIGURATION

The CR1 compartment will form a "flat back" design with no recess at the rear of the body.

REAR CENTER COMPARTMENT, CR1

There shall be a standard height compartment located at the rear of the apparatus body. This compartment shall be designated as CR1 within these specifications.

- Compartment Dimensions: 42.00" wide x 26.00" high
- Door Opening: 38.00" wide x 20.00" high
- Compartment Depth: 28.00" deep

ADJUSTABLE SHELVING TRACKS

There shall be vertically mounted uni-strut shelf trac for shelving installation.

ADJUSTABLE SHELF

There shall be One (1) 0.1875" aluminum full depth adjustable shelf/ shelves located in the compartment.

REAR STEP - 12 D X 100 W - TAPERED ENDS

The rear step shall be 12.00" deep and extend beyond the body compartments. The step shall be 100.00" wide and have tapered corners for improved clearance. The step shall be fabricated from 0.1875" tread plate and shall be rigidly reinforced. The rear edge of the step shall be designed to accommodate the rear clearance lights. The rear step overlay shall be bolted in place with an approximate 0.25" clearance gap between the step and rear body panel.

HARD SUCTION STORAGE

One (1) horizontally mounted aluminum hard suction hose trays with velcro straps shall be provided above the left side body compartments.

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HARD SUCTION STORAGE

One (1) horizontally mounted aluminum hard suction hose trays with velcro straps shall be provided above the right side body compartments.

The ladder storage shall have capacity for the following:

- One (1) Alco-Lite aluminum 24 ft. two-section extension ladder, model # PEL-24
- One (1) Alco-Lite aluminum 14 ft roof ladder, model # PRL-14
- One (1) Alco-Lite aluminum 10 ft. folding ladder, model # FL-10

LADDER SOURCE

The ladders shall be provided by the manufacturer and shall be detailed later in this specification.

PIKE POLE STORAGE

Two (2) pike pole storage tubes shall be provided in the ladder compartment.

PIKE POLE SOURCE

The pike poles shall be provided by the purchaser.

SCBA BOTTLE COMPARTMENTS

Four (4) SCBA bottle tube compartments shall be installed, one (1) over each wheel well area. The compartments shall be constructed of a black molded non-abrasive plastic polymer designed to provide SCBA scuff protection. The doors shall be stainless steel with a brushed finish and have a black weatherproof SouthCo. latch assembly.

FUEL FILL

An aluminum cup style fuel fill shall be installed in the left hand side wheel well rear of the axle. It shall be labeled "Ultra Low Sulphur Diesel Fuel Only".

STEPS

All steps shall have a surface area of at least 35 square inches and shall be able to withstand a load of at least 500 pounds. Steps shall be provided at any area that personnel may need to climb and shall be adequately lighted.

FOLDING STEPS- LH SIDE REAR

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Two (2) Innovative Controls model 3004234 lighted folding steps shall be provided on the left hand side rear of the body.

FOLDING STEP- RH SIDE REAR

One (1) Innovative Controls model 3004234 lighted folding step shall be provided on the right hand side rear of the body.

FOLDING STEPS - RH SIDE FRONT OF BODY

Four (4) Innovative Controls model 3007732 lighted folding steps shall be provided on the right hand side front of the body.

STEP LIGHTS ACTIVATION

The step light(s) shall be wired to activate with the parking brake.

EXTERIOR GRAB RAILS

Each grab rail shall be Hansen non-slip, 1.25" diameter extruded polished aluminum grab rails with rubber inserts designed to provide maximum gripping ability, strength, and durability.

TWO (2) VERTICAL RAILS ON REAR

Two (2) vertical grab rails shall be mounted on the rear of the body, one (1) on each side.

GRAB RAIL, RH FRONT

One (1) grab rail shall be mounted on the front of the body on the right hand side.

ONE (1) HANDRAIL, BELOW HOSE BED LEVEL

One (1) horizontal, full width handrail shall be installed on the rear, below the level of the hose bed
== 12V ELECTRICAL SYSTEM - FB-94 - 7.250 03/07/23 ==

NFPA 1901 CERTIFIED 12 VOLT ELECTRICAL SYSTEM

The 12-volt apparatus body electrical system shall be provided and shall be in compliance with NFPA 1901 testing and certification procedures as follows:

NFPA MINIMUM ELECTRICAL LOAD DEFINITION

The NFPA 1901 defined minimum electrical load shall consist of the total amperage required to simultaneously operate the following in a stationary mode:

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1. Propulsion engine and transmission.
2. The clearance and marker lights.
3. Communication equipment. 5 amp default.
4. Illumination of all walking surfaces, the ground at all egress points, control and instrumentation panels and 50% of total compartment lighting.
5. Minimum warning lights required for "blocking right of way" mode.
6. The current to simultaneously operate and fire pump and all specified electrical devices.
7. Anything defined by the purchaser, in the advertised specifications, to be critical to the mission of the apparatus.

RESERVE CAPACITY TEST

The first electrical test to be performed will be the Reserve Capacity Test. All items listed in NFPA Minimum Load Definition shall be activated with the engine shut off. After 10 minutes of operation, the items 1-7 shall be deactivated. After deactivation, the battery system shall have ample reserve to start the engine.

ALTERNATOR PERFORMANCE TEST AT IDLE

The second electrical test to be performed shall be Alternator Performance Test at Full Load. All electrical loads shall be activated with the engine running up to the governed rpm for two hours. During the test, the system voltage shall not drop below 11.7 volts or have excessive battery discharge for more than 120 seconds. Any loads not defined in the NFPA Minimum Electrical Load may be load managed to pass test.

TEST CONDITIONS

All electrical testing shall be performed with the engine compartment at approximately 200 degrees.

12 VOLT ELECTRICAL SYSTEM

The electrical system shall include all panels, electrical components, switches and relays, wiring harnesses and other electrical components. The electrical equipment installed by the apparatus manufacturer shall conform to current automotive electrical system standards, the latest Federal DOT standards, and the requirements of the applicable NFPA standards.

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All wiring shall be stranded copper or copper alloy conductors of a gauge rated to carry 125 percent of the maximum current for the protected circuit. Voltage drops in all wiring from the power source to the using device shall not exceed 10 percent. The wiring and wiring harness and insulation shall be in conformance to applicable SAE and NFPA standards. The wiring harness shall conform to SAE J-1128 with GXL temperature properties. All exposed wiring shall be protected in a loom with a minimum 289 degree Fahrenheit rating. All wiring looms shall be properly supported and attached to body members. The electrical conductors shall be constructed in accordance with applicable SAE standards, except when good engineering practice requires special construction.

The wiring connections and terminations shall use a method that provides a positive mechanical and electrical connection and shall be installed in accordance with the device manufacturer's instructions. Electrical connections shall be with mechanical type fasteners and large rubber grommets where wiring passes through metal panels.

There shall be no exposed electrical cabling, harnesses, or terminal connections located in compartments, unless they are enclosed in a junction box or covered with a removable electrical panel. The wiring shall be secured in place and protected against heat, liquid contaminants and damage. Wiring shall be uniquely identified every three-inches (3") by color coding or permanent marking with a circuit function code.

The electrical circuits shall be provided with low voltage overcurrent protective devices. Such devices shall be accessible and located in required terminal connection locations or weather resistant enclosures. The overcurrent protection shall be suitable for electrical equipment and shall be automatic reset type and meet SAE standards. All electrical equipment, switches, relays, terminals, and connectors shall have a direct current rating of 125 percent of maximum current for which the circuit is protected. The system shall have electro-magnetic interference suppression provided as required in applicable SAE standards.

The electrical system shall include the following:

- Electrical terminals in weather exposed areas shall have a non-conductive grease or spray applied. A corrosion preventative compound shall be applicable to all terminal plugs located outside of the cab or body.
- The electrical wiring shall be harnessed or be placed in a protective loom.
- Holes made in the roof shall be caulked with silicone. Large fender washers shall be used when fastening equipment to the underside of the cab roof.
- Any electrical component that is installed in an exposed area shall be mounted in a manner that will not allow moisture to accumulate in it.
- All lights that have their sockets in a weather exposed area shall have corrosion preventative compound added to the socket terminal area.

ROCKER SWITCHES

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The warning lights and electrical functions shall be controlled by switch panels as detailed in the chassis specification.

CAB GROUND LIGHTS

The cab ground lights shall be supplied with the custom chassis.

PUMP PANEL GROUND LIGHTS -SUPPLIED WITH PUMP

Two (2) LED ground lights with an outward facing angle brackets shall be installed under the pump panel running boards. One (1) light shall be located on the driver side and one (1) light located on the officer side of the apparatus.

FRONT OF BODY GROUND LIGHTS

Two (2) LED ground lights with an outward facing angle brackets shall be installed under the front of the body. One (1) light shall be located on the driver side, and one (1) light shall be located on the officer side of the apparatus.

REAR STEP GROUND LIGHTS

Two (2) LED ground lights with an outward facing angle bracket shall be installed under rear step of the apparatus, one (1) each side.

GROUND LIGHTS ACTIVATION

The ground lights shall automatically activate when the parking brake is applied.

REAR DIRECTIONALS

Rear directional lighting shall be supplied as follows:

Two (2) Whelen model M62BTT LED brake/tail lights shall be installed on the rear of the body. Each light shall have a red lens.

Two (2) Whelen model M62T Amber LED turn signal lights shall be installed on the rear of the body. Each light shall have a color lens.

Two (2) Whelen model M62BU LED reverse lights shall be installed on the rear of the body.

HOUSINGS FOR DIRECTIONALS

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The two (2) sets of Whelen rear signal lights shall each be housed in a vertical chrome plated housing, designed to hold four (4) lights each. The fourth opening shall be for the lower rear warning lights. The lights shall be mounted in order, from top to bottom, as described above.

Two (2) amber LED side marker and turn lights shall be provided on the apparatus lower side, forward of rear axle, one (1) each side if the apparatus is 30 feet long or longer.

MARKER LIGHTS

LED marker lights shall be installed on the vehicle in conformance to the Department of Transportation requirements. The side and rear of the body will be provided with reflectors. All marker lights shall be incorporated into the headlight circuit of the cab/chassis

Two (2) amber reflectors shall be provided on the apparatus body lower side, as far forward and low as practical, one (1) each side if the apparatus is 30 feet long or longer.

Four (4) red reflectors shall be provided on the apparatus rear, one (1) each side and two (2) on the rear.

LICENSE PLATE BRACKET

There shall be a license plate bracket mounted on the rear of the apparatus. A clear LED light shall be incorporated into the bracket

HOSE BED LOADING LIGHT

One (1) 12V LED hosebed floodlight shall be installed on the front of the hosebed of the apparatus. This light shall provide illumination of the hosebed area.

WORK LIGHTS ACTIVATION

The work light(s) shall be wired to activate with the parking brake.

SIDE FACING UPPER CAB SCENE LIGHTS

One (1) pair of Whelen M92SLC EZ Series LED scene lights shall be installed, one (1) each side of the cab. The light(s) shall be supplied and installed with a chrome bezel.

SIDE FACING UPPER FRONT BODY SCENE LIGHTS

One (1) pair of Whelen M92SLC EZ Series LED scene lights shall be installed. The lights shall be located on the left and right sides of the upper front portion of the apparatus body. Each light shall be supplied and installed with a chrome bezel.

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SIDE FACING UPPER REAR BODY SCENE LIGHTS

One (1) pair of Whelen M92SLC EZ Series LED scene lights shall be installed. The lights shall be located on the left and right sides of the upper rear portion of the apparatus body. Each light shall be supplied and installed with a chrome bezel.

REAR FACING UPPER BODY SCENE LIGHTS

One (1) pair of Whelen M92SLC EZ Series LED scene lights shall be installed. The lights shall be located on the rear of the apparatus body, one (1) each side. Each light shall be supplied and installed with a chrome bezel.

SCENE ACTIVATION

The scene lights shall be activated by individual rocker switches located in the switch panel, one (1) for each side of the apparatus.

SCENE LIGHT SWITCHING

The rear scene lights shall activate automatically upon placing the transmission into reverse.

WARNING LIGHT FLASH PATTERN

All of the perimeter warning lights shall be set to the default NFPA flash pattern as provided by the warning light manufacturer.

HEADLIGHT FLASHER

An alternating high beam headlight flashing system shall be supplied with the custom chassis.

CAB FRONT LIGHTBAR

One (1) Whelen Freedom IV LED 72.00" lightbar shall be mounted on the front of the cab roof. The lightbar shall feature eight (8) red LED light modules and two (2) clear LED light modules. The entire lightbar shall feature a clear lens. The clear lights shall be disabled with park brake engaged.

LIGHT BAR SWITCH

The light bar shall be controlled by a rocker switch located on the switch panel. The switch shall be labeled "LIGHT BAR". The switch shall only be active when the master warning switch is engaged.

SIDE FACING UPPER FRONT BODY WARNING LIGHTS

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One (1) pair of Whelen model M9 LED warning lights shall be installed, one (1) each side of the upper front portion of the apparatus body.

The driver side warning light shall be a Whelen Model M9R red LED with red lens.

The officer side warning light shall be a Whelen Model M9R red LED with red lens.

Each light shall be mounted with a Whelen Model M9FC chrome flange.

SIDE FACING UPPER REAR BODY WARNING LIGHTS

One (1) pair of Whelen model M9 LED warning lights shall be installed, one (1) each side of the upper rear portion of the apparatus body.

The driver side warning light shall be a Whelen Model M9R red LED with red lens.

The officer side warning light shall be a Whelen Model M9R red LED with red lens.

Each light shall be mounted with a Whelen Model M9FC chrome flange.

UPPER REAR WARNING LIGHTS

One (1) pair of Whelen model M9 LED warning lights shall be installed, one (1) each side of the upper rear of the apparatus body.

The driver side warning light shall be a Whelen Model M9R red LED with red lens.

The officer side warning light shall be a Whelen Model M9R red LED with red lens.

Each light shall be mounted with a Whelen Model M9FC chrome flange.

UPPER WARNING SWITCH

The upper warning lights shall be controlled by a rocker switch on the switch panel. The switch shall be labeled "UPPER LEVEL WARNING". The switch shall only be active when the master warning switch is engaged.

LOWER FRONT WARNING LIGHTS

The lower front warning lights shall be supplied with the custom chassis.

LOWER INTERSECTION WARNING LIGHTS

The lower intersection warning lights shall be supplied with the custom chassis.

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LOWER CHASSIS SIDE WARNING LIGHTS

One (1) pair of Whelen model M6 LED warning lights shall be installed, one (1) each side of the cab mounted over the front wheel well directly over the center of the front axle.

The driver side warning light shall be a Whelen Model M6R red Super-LED with red lens.

The officer side warning light shall be a Whelen Model M6R red Super-LED with red lens.

Each light shall be mounted with a Whelen Model M6FC chrome flange.

LOWER MID-BODY WARNING LIGHTS

One (1) pair of Whelen model M6 Series LED warning lights shall be installed, one (1) each side of the apparatus, mid-body.

The driver side warning light shall be a Whelen Model M6R red Super-LED with red lens.

The officer side warning light shall be a Whelen Model M6R red Super-LED with red lens.

Each light shall be mounted with a Whelen Model M6FC chrome flange.

LOWER REAR WARNING LIGHTS

One (1) pair of Whelen model M6 Series LED warning lights shall be installed, one (1) each side of the lower rear of the apparatus body.

The driver side warning light shall be a Whelen Model M6R red Super-LED with red lens.

The officer side warning light shall be a Whelen Model M6R red Super-LED with red lens.

The warning lights on the rear of the body shall be mounted in lower section of each tail light casting.

LOWER WARNING SWITCH

The lower warning lights shall be controlled by a rocker switch on the switch panel. The switch shall be labeled "LOWER LEVEL WARNING". The switch shall only be active when the master warning switch is engaged.

ELECTRIC SIREN AND CONTROL

The electric siren shall be supplied with the custom chassis.

ELECTRONIC SIREN SPEAKER

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The electronic siren speaker(s) shall be supplied with the custom chassis.
== PAINT/ PREP/ STRIPE/ PUMPER - 7.250 03/07/23 ==

PAINT, STRIPING, AND LETTERING SECTION

CHASSIS PAINT

The chassis shall be painted by the OEM Chassis Manufacturer.

PAINT PROCESS

The body exterior shall have no mounted components prior to painting to assure full coverage of treatments. Compartment doors (if applicable) will be painted separately to assure proper paint coverage on body, doorjambes and door edges.

All surfaces shall be sanded to remove all burrs and imperfections before etching and treatment.

The body shall be totally removed from the chassis during the painting process to insure the entire unit is covered.

PPG wax & grease solvent shall be used to clean and prep the body surface prior to any sanding. The surface shall then be rinsed with freshwater. This step removes wax, grease and other surface contaminants, thus leaving a bright, clean and conditioned surface.

PAINT FINISH

The body shall be painted with a PPG Delfleet Evolution Paint System.

As part of the curing process the painted body shall go through a baking process. The painted components shall be baked at 185 degrees for 3 hours to achieve a complete coating cure on the finished product.

After bake and ample cool down time, the coated surface shall be sanded using 3M 1000, 1200, and or 1500 grit sandpaper to remove surface defects. In the final step, the surface shall be buffed with 3M Super-duty compound to add extra shine to coated surface. No more than .5 mil shall be removed in this process.

All products and technicians shall be certified by PPG every two (2) years.

ANTI-CORROSION PROTECTION

Where dissimilar metals must be joined, overlaid, share perforations or otherwise come in contact with each other to achieve construction, performance or aesthetic requirements, such items shall be separated by a continuous contact, nonconductive coating or film to prevent or otherwise mitigate the effects of electrolysis. Only stainless-steel hardware and fasteners shall be used in the construction

Fouts Bros Fire Equipment

of the apparatus. Where stainless steel fasteners pass through an aluminum component, the fastener contact surfaces, including the head, washer and nut shall be coated with ECK anti-corrosion material.

UNDERCOATING

The body underside, including the sub-frame and the inside of the wheel wells, NOT THE WHEEL WELL LINERS, shall be thoroughly coated with SWT commercial automotive undercoat and sound deadening material to protect the body module against corrosion. The coating shall be black and shall be tested to ASTM B117 Salt Spray test for 1,000 hours at 10-mils.

COMPARTMENT INTERIOR FINISH

The interior of the compartments shall be finish painted with Multispec #344767 Gray Stone scuff resistant paint to provide a protective application over all of the compartment interior surfaces.

WHEEL RIMS

The chassis wheels shall be as furnished by the chassis OEM. No additional finishes shall be provided by apparatus manufacturer.

REFLECTIVE LETTERING - PURCHASER SUPPLIED

Reflective lettering shall be installed by the purchaser.

REAR CHEVRON STRIPING

At least 50% of the rear facing vertical surface shall be covered with alternating strips of reflective striping.

Each stripe shall be a minimum of 6.00" in width and shall be applied to the apparatus at 45° angle.

RED & FLUORESCENT YELLOW-GREEN ORALITE V98

The Oralite V98 reflective tape shall be #12 red and #112 fluorescent yellow-green in color.

FOUTS BROS. LOGO PLATE

One (1) Fouts Bros. logo plate will be affixed to the finished apparatus.
== PUMPER - LOOSE EQUIPMENT - 7.250 03/07/23 ==

SUCTION HOSE

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Two (2) 6.00" X 10' section(s) of KOCHEK, PVC type hard, suction hose shall be provided on the apparatus. The hose(s) shall be light weight type with pyrolite, long handle female x rocker lug male, NST threads. The hose shall be black in color.

WHEEL CHOCKS

All NFPA required wheel chocks will be supplied and installed by the Purchaser before the apparatus is placed into service.

Per NFPA 1900 Section 8.15.2 Wheel chocks for structural apparatus shall each hold the apparatus under the following conditions:

1. Apparatus loaded to its GVWR or GCWR
2. Road surface pitched to 10 percent for the length of the apparatus
3. Hard road surface such as asphalt or concrete
4. Transmission in neutral
5. Parking brake released

EXTENSION LADDER, 2 SECTION

One (1) 24 foot, Alco-Lite model# PEL-24, two (2) section aluminum extension Ladder shall be supplied with the finished apparatus.

ROOF LADDER

One (1) 14 foot, Alco-Lite model # PRL-14, single section aluminum roof ladder with folding roof hooks shall be supplied with the finished apparatus.

FOLDING ATTIC LADDER

One (1) 10 foot, Alco-Lite model# FL-10, aluminum folding attic ladder shall be supplied with the finished apparatus.

== WARRANTY- PUMPER, FB-94 - 7.250 03/07/23 ==

ONE YEAR APPARATUS WARRANTY

The complete apparatus detailed herein shall be warranted against defects in materials and workmanship for a period of twelve (12) months, effective upon pick up or delivery of the completed apparatus to the purchaser, as detailed in the respective warranty documents. Any unauthorized alterations or modifications to the apparatus shall void this warranty.

Other warranties, as provided by individual component manufacturers may extend beyond this warranty.

APPARATUS BODY WARRANTY, TEN YEAR

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The apparatus body as detailed herein shall have a structural warranty against defects in materials and workmanship for a period of ten (10) years, effective upon final payment in full by the Purchaser, and pick up or delivery of the completed apparatus to the Purchaser. Any unauthorized alterations or modifications to the body shall void this warranty.

PLUMBING WARRANTY, TEN YEAR

A Stainless Steel Plumbing/Piping warranty shall be provided by the apparatus manufacturer for products of its manufacture to be free from defects in material and workmanship, under normal use and service, for a period of ten (10) years effective upon final payment in full by the Purchaser, and pick up or delivery of the completed apparatus to the Purchaser. Any unauthorized alterations or modifications to the plumbing shall void this warranty.

PAINT WARRANTY, FIVE YEAR

The finish paint as used on the proposed apparatus shall be warranted against defects in materials and workmanship for a prorated period of five (5) years, effective upon final payment in full by the Purchaser, and pick up or delivery of the completed apparatus to the Purchaser. Any unauthorized alterations or modifications to the apparatus shall void this warranty.

TANK WARRANTY, LIFETIME

United Plastic Fabricating, Inc. (hereinafter called "UPF") warrants each POLY-TANK®, Booster/Foam Tank POLYSIDE® Wetside Tank, Integrator Tank/Body, ELLIPSE™ Elliptical Tank, Ellip-T-Tank Tank and DEFENDER™ Skid Tank to be free from defects in material and workmanship for the service life of the original vehicle (vehicle must be actively used in an emergency response for fire suppression). All UPF Tanks must be installed and operated in accordance with the UPF Installation and Operating Guidelines.

APPARATUS ELECTRICAL WARRANTY, TWO YEAR

The apparatus electrical system as detailed herein shall have an electrical warranty against defects in materials and workmanship for a period of two (2) years, effective upon final payment in full by the Purchaser, and pick up or delivery of the completed apparatus to the Purchaser. Any unauthorized alterations or modifications to the electrical system shall void this warranty.

AKRON BRASS WARRANTY

The Akron Brass valves shall be warranted by Akron Brass for a period of ten (10) years from the date of delivery. The warranty for electronics shall be warranted by Akron Brass for a period of five (5) years from date of delivery.



TO: City Council
DATE: November 20, 2025
ITEM #: 12.A
SUBJECT: Discussion and Direction to the City Manager on Scheduling a FY27 Budget Strategic Planning Session. (City Manager)

Recommendation for Action: Direct the City Manager to work with Ron Cox to develop a scope of services and identify dates in early 2026 for Council consideration.

Executive Summary: The City Council has adopted a Governance Policy which provides direction on a number of issues. Included in this document are the following:

Council Governance Policy & Rules of Procedure

Section VI — Planning

The city council is responsible for establishing a vision for the City of Marshall and planning for its future.

6.1 On an annual basis, the city council shall hold a minimum of one strategic planning session wherein they review accomplishments of the past year, assess goals and objectives and set priorities for the upcoming year. The goals and objectives shall address the short-term and long-term needs of the city.

In early 2025, Council began work to provide direction to Staff on the development of the FY26 Budget. Working with the City, Ron Cox acted as facilitator. As the Council is aware, Ron began working with Staff in November to identify and understand goals, expectations and governance. The following is the sequence of activities that led to the finalization of not only the City's Vision and Mission Statement but the identification of the City's core values and the Council's Focus Areas that guided us in the development of the FY26 Budget.

- Council Interviews – Week of March 17, 2025 — In preparation for the March 24th session.
- Council Planning Session – March 24, 2025
- Staff Follow-up Session – April 7, 2025
- Council Follow-up Session – April 28, 2025
- Staff Follow-up Session – May 5, 2025

Though it is hard to believe, it is time to schedule the strategic planning session for the FY27 Budget! The City's budget process doesn't ever really stop. Discussions will start in earnest in February to begin to make decisions necessary to provide guidance for FY27 budget preparation. Guidance needs to be provided to Department Directors by late March in order to develop their budgets. This is an aggressive schedule but should result in a Draft Proposed Budget being presented in early August.

However, Staff cannot move forward until we have had an opportunity to present to Council accomplishments for FY25 and go through the review of the Council's goals and objectives to determine completeness and begin to identify and provide guidance to Staff on priorities for the coming FY27 Budget. This session is strategic in that it provides guidance on the FY27 Budget development and certainly can address short-term goals and lay the foundation for long-term goals.

This item is on the agenda to provide directions to begin to work to develop the scope and schedule for a session with Ron Cox for very late February or early to mid-March, working around Council's schedules. The recommendation to continue with Ron Cox is a reflection on the opportunity to build on the existing relationships as well as the consistency in the product.

It should be noted that while this budget strategic planning session is essential to the development of the FY27 Budget, it should not be the only planning session in FY26. I would recommend you schedule one for later in 2026 when the new City Manager joins the City.

Focus Area(s): This item aligns with all the Council's adopted focus area(s) as it pertains to customer service, communications, the City's work force, City infrastructure and appearance.

Budget Cost: Until the scope of service is defined, a true cost cannot be determined. However, based on past services, it is anticipated this may reach \$7500, depending on how many sessions are needed.

Staff Contact: Melissa Byrne Vossmer, City Manager

Attachments: None



TO: City Council
DATE: November 20, 2025
ITEM #: 13.A
SUBJECT: An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: November 20, 2025
ITEM #: 13.B
SUBJECT: An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Review applications and interview candidates for the position of Municipal Judge and Associate Judge.

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: November 20, 2025
ITEM #: 13.C
SUBJECT: 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 2400, Project Lyfi, and Project Paramount.

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: November 20, 2025
ITEM #: 14.A
SUBJECT: Consider action regarding discussion from the executive session.

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: November 20, 2025
ITEM #: 14.B
SUBJECT: Consider action regarding discussion from the executive session.

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None