

**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**  
October 9, 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 06:06 PM.

**PRESENT:**

**Mayor and Council Members:**

Mayor Amy Ware  
Councilmember Leo Morris  
Councilmember Reba Godfrey  
Councilmember Amanda Abraham  
Councilmember Micah Fenton  
Councilmember Dathaniel Campbell  
Councilmember Risa Jordan-Anderson

**ADMINISTRATIVE STAFF PRESENT:**

Melissa Vossmer, City Manager	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	
Deck Shaver, Interim Public Works Director	
Cheryl Carpenter, Community Engagement	
Randy Pritchard, Support Services Director	
Reggie Cooper, Planning & Development Director	
Marina Garcia-Heredia, Parks & Recreation Director	

**2. Invocation and Pledges**

Mayor Ware

**3. Presentations & Proclamations**

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

Aleena Sepulvado, Employee Engagement Committee, presented the Employee of the Month for October 2025, Nathan Harris, Support Services. The sponsor of the month is Roger Woods. Nathan Harris thanked everyone for the recognition and stated it was an honor and pleasure to work for the City of Marshall.

**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 Items to be Withdrawn From Consent Agenda**

There were no items withdrawn from the Consent Agenda.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 Fenton made a motion to approve the Consent Agenda.**

**Councilmember Abraham seconded the motion, which passed by a vote of 7:0.**

- A. Consider approval of the minutes from the August 28, 2025, Regular Council meeting. (City Secretary)
- B. Consider approval of the minutes from the September 3, 2025 Special-Called City Council meeting. (City Secretary)
- C. Consider approval of participation in National Opioid Settlement with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun and Zydus. (City Attorney)

**7. Consideration of Items Withdrawn From the Consent Agenda**

There were no items withdrawn from the Consent Agenda.

**8. Ordinance**

- A. **O-25-31** Consider an ordinance authorizing the issuance and sale of combination tax and revenue certificates of obligation, series 2025; levying an annual ad valorem tax and providing for the security for and payment of said certificates; approving an official statement; providing an effective date; and enacting other provisions relating to the subject. (City Manager)

Melissa Vossmer, City Manager, stated the representatives from Hilltop Securities, John and Michael Martin were present. Melissa Vossmer stated the process of issuance and sale of combination tax and revenue certificates of obligation started with the notice of intent in August and bid opening today, October 9, 2025.

John Martin, Hilltop Securities, provided a booklet and highlighted information regarding the City's rating of AA-. John Martin stated that the staff did a phenomenal job with the analysis, and highlighted the awesome job being done on things the city has control over. It was stated that AA- is a good, stable rating. Economic data, such as the Bond Buyer index, are compared to the DOW to determine the value of bonds and rates are coming down. John Martin mentioned economic commentary news about how bonds are priced today. The bid tabulation was conducted, seven (7) bids were received, and the Baker Group in Oklahoma City with a 3.904129% interest had the best bid for the City of Marshall. John Martin stated the financial part of the process includes sources and uses of funds, debt payments, premium generated, bond pricing, and cost of issuance. John Martin thanked Alex Agnor, Assistant City Manager, and staff for being so responsive and stated it was a lot of work.

Melissa Vossmer stated she sat in and watched the process, which took about 15 minutes, was all electronic, and was a much better process than other experiences.

John Martin stated the money will be in the bank on October 30, 2025.

Melissa Vossmer thanked the staff for their work and the support of Hilltop Securities.

Councilmember Jordan-Anderson asked for clarification of the total amount, which was stated to be \$9.925 million. Councilmember Jordan-Anderson asked how the interest worked out. John Martin explained the interest payment is paid every six (6) months and the principal every year.

Councilmember Jordan-Anderson asked how much the interest would be, which was stated that the Series 2025 interest payment would start at \$354,000, then go down paying just under \$4 million in interest over 20 years, but noted that it can be paid off early with no penalties after nine (9) years.

Councilmember Campbell asked about the \$130,000 difference, which was because the project fund deposit didn't need the full amount.

**Councilmember Abraham made a motion to adopt O-25-31, an ordinance authorizing the issuance and sale of combination tax and revenue certificates of obligation, series 2025; levying an annual ad valorem tax and providing for the security for and payment of said certificates; approving an official statement; providing an effective date; and enacting other provisions relating to the subject. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.**

- B. **O-25-32** Consider approval of an ordinance amending the City of Marshall Charter by correcting typographical errors. (City Secretary)

Nikki Smith, City Secretary, stated the council requested the Charter document be reviewed and updated to correct typographical errors found. A red-line version and clean copy of the document was included in the packet. Nikki Smith stated the

corrections have been made and asked council to approve the ordinance to allow the online code hosting to be updated.

**Councilmember Morris was not present during the vote.**

**Councilmember Godfrey made a motion to approve O-25-32, an ordinance amending the City of Marshall Charter by correcting typographical errors. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.**

- C. **O-25-33** Consider approval of an ordinance amending Section 2-1 of Chapter 2 of the Code of Ordinances of the City of Marshall relating to time and place of council meetings. (City Secretary)

Nikki Smith asked for approval of this item as it is a housekeeping item to clean up language in the code of ordinances to reflect previously approved changes and current practices of the time and location of council meetings.

**Councilmember Fenton made a motion to approve O-25-33, an ordinance amending Section 2-1 of Chapter 2 of the Code of Ordinances of the City of Marshall relating to time and place of council meetings. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.**

## 9. Resolution

- A. **R-25-16** Consider approval of a Resolution to make nominations to the Board of Directors of the Harrison Central Appraisal District. (City Manager)
- Melissa Vossmer stated that, as a taxing entity, the City is allowed so many votes for the nominations to the Board of Directors of the Harrison Central Appraisal District. The next item regarding the Board of Directors of the Harrison Central Appraisal District will be in November to vote on the members. The city does not have enough votes on its own to get someone on the ballot, and historically, we have worked with the school district and supported their nominations. The Council can choose whoever they would like, but need to be mindful there are requirements listed that will have to be met. It is recommended to nominate Ted Huffhines and Jacob Fulbright.

Mayor Ware stated the city's number of votes is small, and we have similar interests as the school district.

**Councilmember Abraham made a motion to approve R-25-16, a resolution to make nominations of Ted Huffhines and Jacob Fulbright to the Board of Directors of the Harrison Central Appraisal District. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.**

## 10. Action Items for City Council Consideration

- A. Consider Approval of the FY25 Capital Improvement Program (CIP). (Interim Budget Manager & City Manager)
- Melissa Vossmer stated that instead of presenting the information again, she would like to allow time for council to ask any questions they might have regarding the FY25 Capital Improvement Program (CIP).

Julie Richards, Interim Budget Manager, stated that, with the money approved and available on October 30, 2025, staff will need guidance for the program.

Councilmember Jordan-Anderson asked for clarification of which program, which Melissa Vossmer stated the monies are for the FY25 CIP, which includes the ERP, police training room, etc. Melissa Vossmer stated that, after the approval, staff can move forward with plans.

Melissa Vossmer stated previous discussions about the Public Works building provided information that the structure is in good condition and reinvestment in the building is warranted. The generator cost estimate for upgrades is a little over \$4 million and was not added to the list of the \$6 million projects at this time. It is to be brought back at another time when there is some capacity, but the project may have to fall off. Councilmember Jordan-Anderson asked for it to be brought forward at another time.

Councilmember Campbell stated there was a little surplus based on the bids and asked if the surplus could be used for Smith Park.

Councilmember Abraham stated CDBG funding addresses Smith Park, and if that is changed, then \$280,000 of CDBG funds would not be utilized.

Alex Agnor stated that if we stay with CDBG funding, it clears the \$280,000 in CIP and if we change the funding source, we will have to rebid the Smith Park project.

Councilmember Abraham asked if the Smith Park project would take all the \$280,000, which it was stated the basketball court would take \$250,000. Councilmember Abraham stated that if we use CDBG funding for Smith Park, the \$280,000 could go to other projects, like looking at a pool, and we can also look at a splash pad.

Councilmember Campbell asked if the \$280,000 could be used for a study.

Councilmember Godfrey asked if the \$280,000 was used from the General Fund for Smith Park, could we use the CDBG funding for other parks, which was stated no, using the CDBG funds for something else would require a rebid of a project.

Councilmember Abraham asked how long rebidding a project would take, which was stated the timeframe was uncertain, but the project could be phased out, which would allow the bid packets to go out faster.

Councilmember Campbell stated he was not familiar with CDBG and asked if it would break protocol to move forward with the work or would we have to wait. Councilmember Abraham stated we have the funding, but we have to follow the steps, and we have had timeliness issues in the past and the money needs to be used. Julie Richards stated that if the CDBG funding is lost, since it is Federal funding, it will be hard to get it back.

Melissa Vossmer stated we are borrowing templates from other cities, as we have improvements that can be done quickly and others that are more intensive. Melissa Vossmer stated she understands it is a frustrating project that has not moved forward, but it is better to use CDBG because the funding could be at risk if used for something

else.

Alex Agnor stated she is working with the CDBG consultant and stated it might be best to phase out the work. Mayor Ware agreed, stating the phases show progress.

Alex Agnor stated that if the CDBG funding is being kept for the Smith Park project, the \$280,000 could be used elsewhere. Councilmember Campbell suggested using the \$280,000 for a study and the remainder to be used for streets.

Mayor Ware stated she would like to get the projects done and use the CDBG funds for the Smith Park project as we have needs for the other funds. Councilmember Abraham agreed, saying she would like for construction to be started by the first of the year.

Councilmember Godfrey asked if the CDBG funding is kept, how long would the project take. It was stated that the bids would be put out and that, with direction, staff would move forward as soon as possible.

Councilmember Jordan-Anderson stated the biggest hurdle is the contractors. Alex Agnor agreed, stating we need contractors and will go out for bids for new ones on the project.

Councilmember Fenton asked about an aquatic study being conducted. Mayor Ware stated the study should include a pool with a splash pad to show possibilities.

Julie Richards stated staff can see what a study would cost and connect that to the pool for the FY 28-30 study. Melissa Vossmer stated the cost will be based on the scope of the project.

Councilmember Abraham asked for clarification for staff to look at the \$280,000.

**Councilmember Abraham made a motion to approve the FY25 Capital Improvement Program, and to hold off on the \$280,000 until council has a discussion regarding an aquatic study. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.**

- B. Consider approval to authorize the Mayor to award and execute a contract for consulting services to Searight Internetwork Consulting not to exceed the amount of \$145,000.00. (Support Services)

Randy Pritchard, Support Services Director, asked for approval of the proposal for developing and releasing an RFP for needs assessment and request for ERP implementation and project management.

Councilmember Abraham stated an ERP, Enterprise Resource Program, is basic finance software but does more than just books. Councilmember Abraham provided a background of how we got here, the previously approved ERP software, that we couldn't get it to work, as there were too many issues and the selection process was too fast and the cheapest option was selected. The IT Committee met, and the city terminated the contract with the company, and we are looking for something better.

Melissa Vossmer stated the schedule for completion is very aggressive, but we are in a

position to complete the process and be online by the end of October 2026. Working with a firm will help make the best selection for software.

Councilmember Abraham stated the current software will not be supported after 2026.

**Councilmember Campbell made a motion to approve authorizing the Mayor to award and execute a contract for consulting services to Searight Internetwork Consulting not to exceed the amount of \$145,000.00. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.**

- C. Discussion and consideration regarding the need to establish a Charter Review Committee, possible amendments, composition and timeline. (Council)  
Nikki Smith stated this item is on the agenda to allow council to discuss establishing a Charter Review Committee, possible amendments, and the composition and timeline of work to finalize ballot language, if needed, for the May 2026 election.

Conucilmembers Godfrey, Jordan-Anderson and Ware are on the committee and provided their recommended changes to the Charter.

Mayor Ware stated the committee will work with a law firm to give suggestions.

Scott Rectenwald, City Attorney, stated the firm is willing to assist and would like to send a contract. Scott Rectenwald stated he would communicate the scope of work and that we would like to use the firm in a consulting capacity.

Mayor Ware asked the City Attorney to make sure the scope is acceptable and there doesn't need to be a committee of members of the public.

Councilmember Godfrey asked the City Manager to explain the update that was suggested regarding the conflict of allowing council to change what the City Manager does. Melissa Vossmer explained the recommended change would allow for the City Manager to be held accountable.

Mayor Ware asked the City Attorney to place an item on the next October meeting agenda to see if a council committee is OK and let the committee start meeting at the end of October or beginning of November.

Councilmember Godfrey stated she thought the committee was established, comprised of Councilmembers Jordan-Anderson, Godfrey and Ware. Melissa Vossmer stated this item is to formally create the committee.

Mayor Ware stated on October 23rd there would be an answer, and we would know if all the council members will be on the committee.

- D. Consider authorizing the City Manager to execute a contract with Texas First for Interim Planning & Zoning Director Services. (Human Resources & Assistant City Manager)  
Christol Hall, HR/Civil Service Director, asked the council to authorize the City Manager to execute a contract with Texas First for Interim Planning & Zoning Director Services.

**Councilmember Morris was not present during the vote.**

**Councilmember Godfrey made a motion to approve authorizing the City Manager to execute a contract with Texas First for Interim Planning & Zoning Director Services. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.**

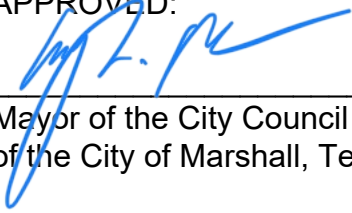
**11. Discussion and Reports for City Council Consideration and Direction**

- A. Report regarding needed appointments and reappointments to the various City boards, commissions, and committees. (City Secretary)  
Nikki Smith provided information regarding needed appointments and reappointments to the various City boards, commissions and committees. Nikki Smith stated advertisements have been published in the Marshall News Messenger, on the website and social media. Applications will be accepted through October 24, 2025.

**12. Adjournment**

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

APPROVED:



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

ATTEST:



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City Secretary