

**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
REGULAR CITY COUNCIL MEETING**
March 26, 2026
6:00 PM

1. Call to Order and Roll Call

2. Invocation and Pledges

3. Presentations & Proclamations

- A. Presentation of a proclamation declaring the month of April 2026 as "Sexual Assault Awareness Month" in the City of Marshall.
- B. Presentation of the Employee of the Month - February. (Employee Engagement Committee)
- C. Presentation of the Employee of the Month - March. (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 Items to be Withdrawn From Consent Agenda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 January 29, 2026, Special-Called City Council Meeting held at 5:00 PM. (City Secretary)
- B. Consider approval of the minutes from the January 29, 2026, Special-Called City Council Meeting held at 6:00 PM. (City Secretary)
- C. Consider approval of the minutes from the February 12, 2026, Regular City Council Meeting. (City Secretary)

- D. Consider approval of the minutes from the February 26, 2026, Special-Called City Council Meeting. (City Secretary)
- E. Consider approval of the minutes from the February 26, 2026, Regular City Council Meeting. (City Secretary)
- F. Consider approval of the West Side Lift Station Project Acceptance and Release of Contractor's Retainage \$160,796.45. (Public Works)

7. Consideration of Items Withdrawn From the Consent Agenda

8. Resolution

- A. Consider approval of a resolution by the City of Marshall, Texas, regarding the interim rate adjustment application of CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division, for the 12 month period ending December 31, 2025.

9. Action Items for City Council Consideration

- A. Consider approval to award a contract for the Raw Water Pump Station Equipment Pre-Purchase Project (\$356,118). (Public Works)
- B. Consider Approval of the FY26 Street Program.
- C. Consider and take possible action regarding the selection and procurement of a new Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform, including Utility Billing and related implementation services, for the City of Marshall following the completion of Request for Proposals (RFP No. 2025-IT1201).

10. Discussion and Reports for City Council Consideration and Direction

- A. Report on the Spring St. Transmission Waterline Break and Declared Emergency
- B. City of Marshall Water System Discussion.

11. Adjournment

Posted: March 20, 2026
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: March 26, 2026
ITEM #: 3.A
SUBJECT: Presentation of a proclamation declaring the month of April 2026 as "Sexual Assault Awareness Month" in the City of Marshall.

Recommendation for Action: Read and present the proclamation.

Executive Summary: The Women's Center of East Texas requested a proclamation declaring April 2026 as Sexual Assault Awareness Month. This proclamation recognizes the important work of educating the public on sexual assault and emphasizes the City of Marshall's commitment to ending this crime.

Focus Area(s):

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. Sexual Assault Awareness Month - 2026

PROCLAMATION



Sexual Assault Awareness Month

Whereas, Sexual Assault Awareness Month calls attention to the fact that sexual harassment, assault, and abuse are widespread and impact every person in this community, with an American being sexually assaulted every 68 seconds in the United States; and

Whereas, rape, sexual assault, and sexual harassment harm our community; and statistics show one in five women and one in 33 men have been sexually assaulted at some point in their lives; and

Whereas, we must work together to educate our community about sexual assault prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

Whereas, with leadership and dedication, we can be successful in preventing sexual assault in East Texas by increasing education, awareness, and community involvement. Preventing sexual violence requires promoting respect, consent, and healthy relationships while empowering individuals to safely intervene and challenge harmful behaviors; and

Whereas, the Women's Center of East Texas provided services to 177 survivors of sexual assault in 2025; and

Whereas, we honor the strength and resilience of survivors of sexual violence and recognize the importance of providing compassionate support, advocacy, and resources to help survivors heal; and

Whereas, the City of Marshall strongly supports the efforts of national, state, and local partners, and of every citizen, to actively engage in public and private efforts to prevent sexual assault. It is time for all members of our community to take action, support survivors, and work together to create a safer environment for everyone.

Now therefore, the City of Marshall joins advocates and communities across the nation in playing an active role to end sexual assault. Along with the United States Government and State of Texas, I do hereby proclaim the month of April 2026 as Sexual Assault Awareness Month in **Marshall, Texas**.

Amy Ware, Mayor
Marshall City Council





TO: City Council
DATE: March 26, 2026
ITEM #: 3.B
SUBJECT: Presentation of the Employee of the Month -
February. (Employee Engagement Committee)

Recommendation for Action:

Executive Summary: The Employee Engagement Committee is a dedicated assembly of employees who have voluntarily united with the common goal of orchestrating and executing activities aimed at engaging and motivating their fellow colleagues. Their primary mission is to cultivate a positive and productive workplace culture while actively enhancing the employer-employee relationship. Among the initiatives employed is the recognition of outstanding contributions through the Employee of the Month program. The committee diligently reviews nominations, carefully deliberates, and collectively decides on the deserving individual to receive this esteemed acknowledgment.

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: March 26, 2026
ITEM #: 3.C
SUBJECT: Presentation of the Employee of the Month - March.
(Employee Engagement Committee)

Recommendation for Action:

Executive Summary:

Focus Area(s):

Budget Cost:

Staff Contact:

Attachments: None



TO: City Council
DATE: March 26, 2026
ITEM #: 6.A
SUBJECT: Consider approval of the minutes from the January 29, 2026, Special-Called City Council Meeting held at 5:00 PM. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the January 29, 2026, Special-Called City Council Meeting held at 5:00 PM.

Executive Summary: Minutes from the January 29, 2026, Special-Called City Council Meeting held at 5:00 PM.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 1.29.26 Special-Called meeting minutes at 5PM

Second Floor Conference
Room, City Hall
401 South Alamo
Marshall, TX 75671
903-935-4421



Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
SPECIAL-CALLED CITY COUNCIL MEETING
January 29, 2026
5:00 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Special-Called meeting to order in the Second Floor Conference Room, City Hall at 05:28 PM.

PRESENT:

Mayor and Council Members:

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

ABSENT: Councilmember Amanda Abraham **Motion to Excuse: Councilmember Campbell Second: Councilmember Fenton Vote:5:0**

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager
Scott Rectenwald, City Attorney
Christol Hall, HR/Civil Service Director
Nikki Smith, City Secretary

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.

Councilmember Jordan-Anderson joined the meeting remotely at 5:30 PM.

3. Executive Session

Councilmember Campbell made a motion to convene into Executive Session. Councilmember Morris seconded the motion, which passed by a vote of 6:0.

A. An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Review proposals received for the management of the recruitment of the new City Manager.

B. Discussion Concerning Proposals Received for Recruitment of the City Manager – City Council / City Manager

Councilmember Fenton made a motion to reconvene from Executive Session. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

4. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: March 26, 2026
ITEM #: 6.B
SUBJECT: Consider approval of the minutes from the January 29, 2026, Special-Called City Council Meeting held at 6:00 PM. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the January 29, 2026, Special-Called City Council Meeting held at 6:00 PM.

Executive Summary: Minutes from the January 29, 2026, Special-Called City Council Meeting held at 6:00 PM.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 1.29.26 Special-Called City Council Meeting Minutes 6 PM

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
SPECIAL-CALLED CITY COUNCIL MEETING
January 29, 2026
6:00 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Special-Called 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 Micah Fenton
Councilmember Dathaniel Campbell
Councilmember Risa Jordan-Anderson

ABSENT: Councilmember Amanda Abraham **Motion to Excuse: Councilmember Fenton Second: Councilmember Jordan-Anderson Vote: 6:0**

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager
Scott Rectenwald, City Attorney
Christol Hall, HR/Civil Service Director
Tom Forrest, Interim Planning Director
Doug Box, Interim Public Works Director
Randy Pritchard, Support Services Director
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. Director
Cliff Carruth, Police Chief
Nikki Smith, City Secretary
David Rainwater, Fire Chief

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

NONE

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 Jordan-Anderson made a motion to approve the Consent Agenda. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

- A. Consider approval of the minutes from the December 4, 2025, Special-Called City Council Meeting. (City Secretary)
- B. Consider approval of the 2026 interlocal agreement with Marshall Harrison County Health District. (Fire)
- C. Consider approval of the second of four (2 of 4) annual renewals of the contract for the supply and delivery of various chemicals with Brenntag Southwest for the Water Treatment Plant. (Public Works)
- D. Consider approval to authorize the Mayor to approve a Sole Source Procurement of Asphalt from Longview Asphalt, Inc. (Public Works)
- E. Consider approval of a contract with the Harrison County Elections Administrator for the May 2, 2026 Elections. (City Secretary)
- F. Consider Approval of the Appointment of Clayton Allen to the Marshall Downtown Development Corporation Board of Directors

7. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

8. Public Hearing & Ordinance

- A. Conduct a public hearing to consider an ordinance to rezone 1014 Mahone Street Block 3 of Parcel ID 14718, 0.152000 acres HSE Lot W ½ 6, 7 & 8 Sexton 2nd Subdivision from R-2 (Single Family Detached) to R-6 (Duplex, Triplex, Quadplex). (Planning & Development)

Tom Forrest, Interim Planning Director, stated a request was received by the applicant asking for 1014 Mahone Street Block 3 to be rezoned from R-2 (Single Family Detached) to R-6 (Duplex, Triplex, Quadplex). The applicant wants to convert the property to a duplex. This is not consistent with the map but is compatible with the area. Staff recommends approval of the rezone. The Planning & Zoning board denied the request and one letter was received in opposition to the request.

Mayor Ware opened the Public Hearing.

No one came forward to speak.

Mayor Ware closed the Public Hearing.

Councilmember Jordan-Anderson made a motion to table the item. The motion died for lack of a second.

Councilmember Campbell made a motion to approve an ordinance to rezone 1014 Mahone Street Block 3 of Parcel ID 14718, 0.152000 acres HSE Lot W ½ 6, 7 & 8 Sexton 2nd Subdivision from R-2 (Single Family Detached) to R-6 (Duplex, Triplex, Quadplex). Councilmember Morris seconded the motion, which passed with the following vote:

Ayes: 5 Mayor Ware, Councilmembers Campbell, Morris, Godfrey, and Fenton

Noes: 0

Abstain: 1 Councilmember Jordan-Anderson

9. Resolution

- A. Consider Approving a Resolution Authorizing the Application for and Acceptance of the 2026 MPD Technology Grant
Cliff Carruth, Police Chief, provided information regarding the purpose of the 2026 MPD Technology Grant, highlighting the operational needs, project overview, benefits and of the new smart boards the Police Department is wanting to purchase. Cliff Carruth asked for approval of the resolution to authorize the application and acceptance of the grant.

Councilmember Jordan-Anderson made a motion to approve a Resolution Authorizing the Application for and Acceptance of the 2026 MPD Technology Grant. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

10. Action Items for City Council Consideration

- A. Consideration of approval for the Police Department Weapons Purchase Program. (Police)
Cliff Carruth provided an overview of the weapon purchase program, stating it has been used several times in the last 20 years. Cliff Carruth explained how the program works, stated the cost of the purchase this year is approximately \$55,000 and the weapons

purchased must meet the requirements of the policy for duty usage.

Councilmember Jordan-Anderson made a motion to approve the Police Department Weapons Purchase Program. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

- B. Consider Approval of a Three-year Contract with TJD Consulting for the Provision of Grant Writing and Management Services in the amount of \$54,000 per Year in Years 1 and 2; with the Option to Move to a Per Grant Proposal Cost Option in Year 3. Melissa Vossmer, City Manager, asked for approval to award a three-year contract with TJD Consulting for the Provision of Grant Writing and Management Services. The RFP was developed to select a firm. The committee reviewed the responses and interviewed three firms. The services are for locating, writing and managing grants. The selected firm will be the eyes and ears for getting grants. The proposal submitted by TJD Consulting provided cost options. The first and second years are a flat rate of \$4,500 monthly payments and the third year the cost is per grant.

Councilmember Godfrey asked about the annual cost, which was said to be \$54,000 per year for years one and two.

Councilmember Campbell asked about performance-based grant writing.

Councilmember Godfrey made a motion to approve a three-year contract with TJD Consulting for the provision of grant writing and Management Services in the amount of \$54,000 per Year in Years 1 and 2; with the Option to Move to a Per Grant Proposal Cost Option in Year 3. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

11. Discussion and Reports for City Council Consideration and Direction

- A. Discussion Concerning Revising the City Council Governance Policy to Expand Section VII Council and Staff Relations, and, if appropriate, Direct the City Attorney to Prepare Such Language for Consideration.

Melissa Vossmer stated her concerns regarding council and staff relations and posed the question of how to make council aware of conversations being held and how to interact with staff.

Councilmembers discussed continuity with council and staff for an open line of communication but ensuring that the Open Meetings Act isn't violated by having a "walking quorum."

Resolution R-12-14 was discussed. This resolution only relates to disseminating information for agendas. A discussion regarding drafting a resolution to have responses be sent to all council members was held.

Council requested the City Attorney check with TML and the Office of the Attorney General and research what processes other cities have in place and for staff to see what other cities do to expand the scope and process of sending out communication to make it more transparent.

It was asked if marking a message as confidential made it exempt from the Open Records Act, which it was explained that it does not. The nature of the information might allow for an exemption to be claimed.

It was asked for the findings to be brought back before council at the work session on the twenty-sixth (26th).

12. Executive Session

Councilmember Fenton made a motion to convene into Executive Session. Councilmember Morris seconded the motion, which passed by a vote of 6:0. The time was 7:02 PM.

- A. An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Review proposals received for the management of the recruitment of the new City Manager.
- B. 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.
- C. An Executive Session pursuant to Texas Government Code Sec.551.072 authorizing a governmental body to deliberate in executive session on the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

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

13. Action Item Following Executive Session

- A. Discussion and Action of an Executive Recruitment Firm for the Marshall City Manager – City Council / City Manager
Mayor Ware made a motion to authorize the City Attorney to negotiate a contract with Clear Career for the Marshall City Manager. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.
- B. Consider approval of an Economic Development Performance Agreement for Project 2400. (Marshall EDC)
Mayor Ware made a motion to table an Economic Development Performance Agreement for Project 2400. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.
- C. Discussion and Action concerning an offer to purchase certain lots owned by the City of Marshall on North Grove St. by East Texas Baptist University pursuant to Texas Government Code §253.014.

Councilmember Godfrey made a motion to approve the unimproved property with the closing be on or before March 5, 2026, and to authorize the City Attorney to execute the contract. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.

14. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: March 26, 2026
ITEM #: 6.C
SUBJECT: Consider approval of the minutes from the February 12, 2026, Regular City Council Meeting. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the February 12, 2026, Regular City Council Meeting.

Executive Summary: Minutes from the February 12, 2026, Regular City Council Meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 2.12.26 City Council Regular Meeting 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
February 12, 2026
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 6:01 PM.

PRESENT:

Mayor and Council Members:

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

ABESNT: Councilmember Micah Fenton **Motion to Excuse: Councilmember Godfrey**
Second: Coucilmember Abraham Vote: 6:0

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager
Scott Rectenwald, City Attorney
Christol Hall, HR/Civil Service Director
John Wheeler, IT Technican
Doug Box, Interim Public Works Director
Thomas Forest, Interim Planning Director
Cheryl Carpenter, Community Engagement
Cliff Carruth, Police Chief
Nikki Smith, City Secretary
David Rainwater, Fire Chief

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

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

Anthony Lee, Employee Engagement Committee, presented the Employee of the Month for January 2026, Kenneth Williams, Parks & Recreation. The sponsor for the

Employee of the Month for January is Butler Construction. Kenneth Williams thanked everyone for this recognition and said it is an honor 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

All items were 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.

7. Consideration of Items Withdrawn From the Consent Agenda

- A. Consider approval of the minutes from the December 11, 2025, Special-Called City Council Meeting. (City Secretary)

Nikki Smith, City Secretary, stated the minutes from the December 11, 2025, meeting have been prepared for Council's approval.

Councilmember Jordan-Anderson inquired about a timeline for bringing minutes before the council for approval. Councilmember Jordan-Anderson also asked about the order of the items in the December 11, 2025, minutes, which was stated was due to the items being taken out of order during the meeting to allow the presenting staff members to attend the Wonderland of Lights activities.

Councilmember Abraham made a motion to approve the minutes from the December 11, 2025, Special-Called City Council Meeting. Councilmember Campbell seconded the motion, which passed by a vote of 6:0.

- B. Consider approval of a Joint Election Agreement with the Marshall Independent School District for the May 2, 2026 General Election. (City Secretary)

Nikki Smith stated the school district is required to hold their election with a local entity if they have an election. This agreement will allow for cost sharing.

Councilmember Jordan-Anderson asked why the districts from the city were not being listed on the agreement and asked if they could be added.

Councilmember Abraham stated this in an internal agreement that the citizens are not reading, and it is just for cost sharing.

Scott Rectenwald, City Attorney, stated the agreement is to share the cost of the election, the districts being listed, or not, will have no effect on the agreement.

Councilmember Godfrey made a motion to approve a Joint Election Agreement with the Marshall Independent School District for the May 2, 2026 General Election as written. Councilmember Abraham seconded the motion, which passed by the following vote:

**Ayes: 5, Mayor Ware, Councilmembers Godfrey, Abraham, Campbell and Morris
Noes: 0**

Abstain: 1, Councilmember Jordan-Anderson

- C. Consider approval of an updated Water Supply Contract between the City of Marshall and Prysmian Group for the continued sale and delivery of treated water to Prysmian Group's cable manufacturing facility located in Scottsville, Texas. (Public Works)
Councilmember Jordan-Anderson stated she was not aware of this contract, and asked if it was annual and what revenue was brought in.

Doug Box, Interim Public Works Director, stated what the contract was for.

Councilmember Abraham stated the amount is based on usage and rates.

Melissa Vossmer stated staff can provide a report on the revenue from the last twelve (12) months.

Councilmember Abraham made a motion to approve an updated Water Supply Contract between the City of Marshall and Prysmian Group for the continued sale and delivery of treated water to Prysmian Group's cable manufacturing facility located in Scottsville, Texas. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

- D. Consider approval of an updated contract between the City of Marshall and the City of Scottsville for sanitary sewer service. (Public Works)
Councilmember Jordan-Anderson asked to receive the same report as the previous item, a revenue report from the last 12 months.

Councilmember Godfrey made a motion to approve an updated contract between the City of Marshall and the City of Scottsville for sanitary sewer service. Councilmember Abraham seconded the motion, which passed by a vote of 6:0.

- A. Discussion regarding Charter Review Committee findings.
This item was taken out of order at this point in the meeting to allow the findings to be discussed prior to the consideration of the ordinance.

Councilmember Abraham summarized the findings for the Charter Review Committee. The revisions that were determined to be needed that were clerical and therefore did not need to be presented to voters would be brought before council for approval in an ordinance. Councilmember Abraham read the propositions that will require a vote from the citizens to update the Charter.

Rezzin Pullum, Charter Counsel, stated the information regarding recommendations and feedback was from the special counsel, and he was open to any questions about how the information was drafted.

Councilmembers discussed the propositions and had Rezzin Pullum clarify Proposition C.

8. Ordinance

- A. Consider approval of an ordinance ordering a Special Election for Charter Amendments. (Charter Review Committee)
Councilmember Abraham stated this item is from the Charter Review Committee's review and is proposing to place the three (3) propositions on the ballot for the election in May 2026.

Councilmember Godfrey made a motion to approve an ordinance ordering a Special Election for Charter Amendments. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

9. Resolution

- A. Consider approval of a resolution ordering a General Election for City Councilmember Districts 5, 6, and 7. (City Secretary)
Nikki Smith asked for approval of a resolution ordering a General Election for City Councilmember Districts 5, 6, and 7. Nikki Smith stated it would be determined if all three (3) districts would have an election after the filing period ended.

Councilmember Abraham made a motion to approve a resolution ordering a General Election for City Councilmember Districts 5, 6, and 7. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

10. Action Items for City Council Consideration

- A. Discussion and Approval of the Proposed Marshall Library Service Policy for Patrons which includes Internet Use, Cell Phone Use and Behavior.
Terri Nalls, Library Director, presented a new policy for library behavior. When drafting this policy, they kept in mind the vision and mission of the library, considered the input of staff, and reviewed existing ordinances about the library. This policy addresses code of conduct, a lost & found policy, child supervision, cell phone and computer usage guidelines, and an internet use policy.

Councilmembers addressed areas of concern regarding age of unsupervised children and monitoring of internet usage.

Melissa Vossmer asked council to approve what was presented and the additions and amendments would be brought back at a future meeting.

Councilmember Abraham made a motion to approve the Marshall Library Service Policy for Patrons which includes Internet Use, Cell Phone Use and Behavior. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

11. Discussion and Reports for City Council Consideration and Direction

B. Report to Council on Winter Storm Event Jan 2026

David Rainwater, Fire Chief, presented an update on the winter storm event stating the After Action Review (AAR) was still being drafted but overall the response went well. David Rainwater provided an overview of the event including a timeline, pre-incident preparation, proactive preparation actions, and Emergency Operation Center (EOC) effectiveness. David Rainwater also recognized the staff of the Public Works Department for their hard work and stated the smart meter technology investment was a useful tool in leak detection and aid in water loss management being successful.

Councilmembers thanked the Public Works Department for their work, thanked David Rainwater for the report and for keeping the community informed.

C. Presentation by Retail Strategies of the Marshall, Texas Trade Area Retail Analysis. (Marshall EDC)

Rush Harris, Marshall EDC Director, introduced Tyler Sudderth, Retail Strategies, who provided information regarding the company. Tyler Sudderth presented a report to Council regarding the implementation and action of the plan, the analysis, research and mobile data collection that was done. Tyler Sudderth stated the next steps in the partnership would be retail site assessment and strategy, business attraction and community representation. The findings were discussed, and it was discussed that some of the retail leakage was due to Marshall not having what people are shopping for.

12. Adjournment

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: March 26, 2026
ITEM #: 6.D
SUBJECT: Consider approval of the minutes from the February 26, 2026, Special-Called City Council Meeting. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the February 26, 2026, Special-Called City Council Meeting.

Executive Summary: Minutes from the February 26, 2026, Special-Called City Council Meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 2.26.26 Special-Called City Council Meeting Minutes

Second Floor Conference
Room, City Hall
401 South Alamo
Marshall, TX 75671
903-935-4421



Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
SPECIAL-CALLED CITY COUNCIL MEETING
February 26, 2026
4:15 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Special-Called meeting to order in the Second Floor Conference Room, City Hall at 4:16 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
Nikki Smith, City Secretary
Julie Richards, Interim Budget Manager
Randy Pritchard, Support Services Director
Cheryl Carpenter, Community Engagement
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. Director
David Rainwater, Fire Chief

2. Citizen Comments

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

There were no citizen comments.

3. Discussion and Reports for City Council Consideration and Direction

A. Presentation and Discussion on Marshall's Emergency Medical Services. (Fire / City Manager)

David Rainwater, Fire Chief, provided information regarding the Emergency Medical Services (EMS) Strategic Options Analysis, emphasizing the primary goal is to take care of the citizens. David Rainwater provided a background of current EMS operations, stating we cover approximately 71,000 residents across seven (7) jurisdictions. Per the National Fire Protection Association (NFPA) standards, a department should be able to answer 90 percent of EMS calls; the city can currently only answer 62 percent. David Rainwater presented three (3) options for council to consider to better respond to and assist the residents.

Option 1: Expansion to three (3) ambulances, which would cost an additional \$410,600 per year, but allows the city complete control and gives a 93 percent response.

Option 2: Discontinue Emergency Service District (ESD) services, which would cost an additional \$538,175 per year but could have possible backlash as we have the developed relationships and expectations of service.

Option 3: Private ambulance partnership, which would cost an additional \$590,000 per year, but the city would have no control.

Councilmembers asked questions and discussed the options. This discussion included the reason for the higher cost of canceling ESD services being the higher revenue coming from ESD calls and county calls; that ESDs are capped by the state regarding what they are allowed to charge; who covers the ESD calls if services are discontinued, which was said to be debatable; placement of ambulances; and a timeline for Option 1, which would be a phased approach from March 2026 to August 2027.

David Rainwater stated the next steps would be to receive council direction, then have discussions with the county and ESDs, and apply for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant, which, if received, would provide funding to increase the number of firefighters for three (3) years, then the city would be liable for maintaining those positions.

Councilmembers discussed the option of requesting a funding increase from the county, the operational cost of running an ambulance including personnel, maintenance, etc.

The council gave a consensus on pursuing Option 1.

B. Discussion of the FY26 Street Program. (City Engineer / Interim Public Works Director)

Stany Hayes, P. E., discussed the street maintenance recommendations, provided a refresher regarding other, cheaper methods that are beneficial to use. Stan Hayes stated the City of Longview seal coats 100 percent of their residential streets. A seal coat costs approximately \$4 per square yard, an overlay costs approximately \$15 per square yard, and a reconstruction and overlay costs approximately \$25–\$30 per square yard.

Councilmembers discussed options and whether money should be set aside for sealing instead of all monies funding reconstruction. The cost of the list of requested streets is \$3.7 million, with a budget of \$2.1 million. All costs associated with the program will be included, so the list will need to be at approximately \$1.9 million. Councilmembers

further discussed the streets listed and were able to develop a list totaling \$1.8 million. Stan Hayes stated the next steps would be to have the council agree with the developed list and move forward with the program.

The council gave a consensus on moving forward with the list.

Stan Hayes provided bids for Longview and Gilmer to show the cost difference between the bids and stated that parking lots are separate from the street list.

4. Adjournment

Councilmember Fenton was not present for the adjournment.

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

APPROVED:

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

ATTEST:

City Secretary



TO: City Council
DATE: March 26, 2026
ITEM #: 6.E
SUBJECT: Consider approval of the minutes from the February 26, 2026, Regular City Council Meeting. (City Secretary)

Recommendation for Action: Motion to approve the minutes from the February 26, 2026, Regular City Council Meeting.

Executive Summary: Minutes from the February 26, 2026, Regular City Council Meeting.

Focus Area(s): Improving Communication

Budget Cost: N/A

Staff Contact: Nikki Smith, City Secretary

Attachments: 1. 2.26.26 Regular City Council Meeting 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
February 26, 2026
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 6:12 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
David Rainwater, Fire Chief	
Doug Box, Interim Public Works Director	
Randy Pritchard, Support Services Director	
Cheryl Carpenter, Community Engagement	
Rebecca Roseberry, Interim Finance Director	
Alex Agnor, Asst. City Manager/Econ. Dev. & Strat. Init. Director	
Tom Forrest, Interim Planning and Development Services Director	

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

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.

Richie Arnold, 2490 Garden Oaks, stated he is the broker for 3610 Elysian Fields Avenue, a contract is on the lot to be sold and he is available if there are any questions.

5. Items to be Withdrawn From Consent Agenda

Item 6E was withdrawn.

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 Abraham made a motion to approve the Consent Agenda.

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

- A. Consider approval of the minutes from the January 15, 2026, Special-Called City Council Meeting. (City Secretary)
- B. Consider approval of the first of four (1 of 4) annual renewal options of the contract with Ferguson Waterworks for FY2026 Water and Sewer Pipe Supplies. (Public Works)
- C. Consider approval of the first of four (1 of 4) annual renewals of the contract with Ferguson Waterworks for FY2026 Parts and Supplies. (Public Works)
- D. Presentation of the City of Marshall Investment Report for the Fourth Quarter of 2025. (Finance)

7. Consideration of Items Withdrawn From the Consent Agenda

- E. Consider approval of a 3-year contract for retail recruitment services between Marshall EDC and Retail Strategies, LLC, with a recurring payment of \$50,000 per year, totaling \$150,000. (Marshall EDC)

Councilmember Jordan-Anderson asked what the expectations were for the contract and what could be brought to the City.

Rush Harris, Marshall EDC Director, stated the contract is for three years, consulting with the EDC to look at sites for companies, look at zoning and target areas for companies.

Councilmember Abraham made a motion to approve a 3-year contract for retail

recruitment services between Marshall EDC and Retail Strategies, LLC, with a recurring payment of \$50,000 per year, totaling \$150,000. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

8. Public Hearing & Ordinance

- A. Conduct a public hearing to consider an application to change the street name from Rodgers to Rogers in Marshall. (Planning)

Tom Forrest, Interim Planning and Development Services Director, stated this item is being presented to council regarding a name change of a street from Rodgers to Rogers. The property owners, HCAD, post office and others all thought the street was named Rogers. Only the original plat from 1949 shows Rodgers. A petition from the property owners was presented to staff to begin the name change process. The Planning & Zoning Commission met and approved the change by a vote of 5:0. The cost of the sign to change the name will be approximately \$300.

Mayor Ware opened the Public Hearing.

LaTonya Carter, 2102 Rogers Street, spoke in support of removing the letter "d" from the name of the street.

Mayor Ware closed the Public Hearing.

Tom Forrest stated Kayla Moore, Sign Technician, researched and worked with the citizens to bring this request forward to the council.

Councilmember Godfrey made a motion to approve an application to change the street name from Rodgers to Rogers in Marshall. Councilmember Morris seconded the motion, which passed by a vote of 7:0.

- B. Conduct a public hearing to consider approval of an ordinance for an application to rezone 3600 Rosborough Springs Rd, Parcel ID R1625, a 5.5 acre lot, Subdivision 747 A Whetstone from A-E (Agriculture & Estate) to MF (Multifamily). (Planning)

Tom Forrest stated an application was received to rezone 3600 Rosborough Springs Road from A-E (Agriculture and Estate) to MF (Multifamily). The Planning and Zoning Commission met and denied the rezoning request by a vote of 5:0. The owner desires to build mid-high duplexes. After reviewing the future land use map, staff does not recommend the zoning change.

Mayor Ware opened the Public Hearing.

Kim Henderson, 3402 Rosborough Springs Road, stated a redi-pump was put in and caused problems. She is concerned this rezoning would cause issues too.

Brayton Grogan, 3718 Rosborough Springs Road, stated he is the landowner and does not want mid-high duplexes, that he is trying for 10 buildings with a maximum of 20 units. He wants to build something nice with separate driveways, yards, etc.

Mayor Ware closed the Public Hearing.

Councilmembers asked questions and engaged in discussion. This discussion included the definition of Multifamily and whether the area was in a flood zone, which not all the area is considered to be. The landowner explained that the intention was not for mid-high duplexes but for mid-to-high-end buildings and when asked if he would be willing to submit a planned development, he said he would. The current zoning process of land that is annexed is being zoned as A-E was discussed. Tom Forrest explained what the future lap use map indicated, and stated council could decide to deny, table or approve the item.

Councilmember Campbell made a motion to table the ordinance for an application to rezone 3600 Rosborough Springs Rd from A-E (Agriculture & Estate) to MF (Multifamily). Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

Alex Agnor, Assistant City Manager, stated staff would work with the property owner to bring back a planned development.

9. Ordinance

- A. Consider approval of an ordinance correcting Marshall City Charter Section 3.06 Prohibitions, Section 6.11 Independent Audit, Section 10.02 Power of Referendum, and Section 11.07 Penalties and Remedies Concerning Public Utilities for Clerical Amendments; Providing for Findings of Fact, Enactment, Publication, Severability, Repealer, Proper Notice and Meeting; and providing an effective date. (Charter Committee / City Attorney / City Secretary)
Councilmember Abraham stated this item is a follow-up from the charter review discussions.

Scott Rectenwald, City Attorney, stated these items were identified by the Charter Counsel as non-substantive items that can be amended by ordinance.

Councilmember Godfrey made a motion to approve an ordinance correcting Marshall City Charter Section 3.06 Prohibitions, Section 6.11 Independent Audit, Section 10.02 Power of Referendum, and Section 11.07 Penalties and Remedies Concerning Public Utilities for Clerical Amendments; Providing for Findings of Fact, Enactment, Publication, Severability, Repealer, Proper Notice and Meeting; and providing an effective date. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

10. Resolution

- A. Consider approval of a resolution adopting the City of Marshall Investment Policy. (Finance)
Becky Roseberry, Interim Finance Director, stated the investment policy is reviewed and approved every year. Becky Roseberry stated that the council could change the investments, and she made the changes to allow for a CPA firm to audit every even year and drop the EDC.

Councilmembers engaged in discussion including why the EDC should be dropped,

which was because they have their own policy; who the investment officer is for the city and if the City Manager should be designated as said officer. The investments for a city were explained as they are different from other investment styles and accounts.

Councilmember Morris was not present during the vote.

Councilmember Abraham made a motion to approve a resolution adopting the City of Marshall Investment Policy. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

11. Action Items for City Council Consideration

- A. Consider approval to award a contract for the I-20 Utility Relocation Project (\$6,062,316.00). (Public Works)
Doug Box, Interim Public Works Director, introduced Brian Pritchett, KSA Engineering, who stated that 11 bids were received and, after evaluation, determined that Canary Construction, Inc. submitted the lowest responsive and responsible bid. KSA Engineering recommended awarding the contract to Canary Construction, Inc. of Lewisville, Texas, in the amount of \$6,062,316.00.

Councilmembers engaged in discussion about whether this is the part of the relocation that will be reimbursed, which was said it is, and the submittals will be sent to the Finance Department for reimbursement requests. It was also discussed that not all three (3) sections have been bid out yet for the utility relocation.

Councilmember Abraham made a motion to approve awarding a contract for the I-20 Utility Relocation Project to Canary Construction, Inc. at a cost of \$6,062,316.00. Mayor Ware seconded the motion, which passed by a vote of 7:0.

- B. Consider and deliberate the offer to purchase that 1.25 acre lot owned by the City of Marshall at 3610 Elysian Fields Ave. by The Turbolaters Rentals, LLC pursuant to Texas Government Code §253.014. (City Attorney / City Manager)
Scott Recctenwald stated this item was similar to the sale of the ETBU property, contracted with a broker and received an offer for \$18,000. It was determined that the lot was smaller than shown on HCAD and the plans are to build a house on the property.

Richie Arnold stated the listing agreement is for two (2) lots and this item only has one. Councilmember Abraham stated both lots were listed, and a discussion was held regarding the correction to the contract and updating the dates. It was determined the contract is for both lots, but the numbers aren't adding up because the legal description is not always accurate, and a survey will be done.

Councilmember Abraham made a motion to approve the offer to purchase that lot owned by the City of Marshall at 3610 Elysian Fields Ave. by The Turbolaters Rentals, LLC pursuant to Texas Government Code §253.014. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

- C. Consider approval to award a contract for CDBG Smith Park Improvements to the lowest bidder, Casey Slone Construction, in the total amount of \$174,239.00, and

authorize the City Manager to execute all necessary contract documents. (Assistant City Manager)

Stan Hayes provided background information regarding this item, stating that carry-over funds from 2024 were being used. Eleven (11) bids were received to remove the court and fence, build a new full-sized court and fence and a walking/jogging trail. Casey Slone Construction was the low bidder at a cost of \$174,239.

Councilmembers engaged in discussion about previous issues with Smith Park and issues with the recommended company, which Stan Hayes stated he was familiar with but did not anticipate any issues at this time. Further discussion regarding whether a lawsuit was filed or not was held, it was stated no claim was filed against the City.

Councilmember Jordan-Anderson made a motion to table. The motion died due to lack of a second.

Councilmember Abraham made a motion to approve awarding a contract for CDBG Smith Park Improvements to the lowest bidder, Casey Slone Construction, in the total amount of \$174,239.00, and authorize the City Manager to execute all necessary contract documents. Councilmember Godfrey seconded the motion, which passed with the following vote:

Ayes:6, Mayor Ware, Councilmembers Abraham, Godfrey, Morris, Campbell and Fenton

Noes:1, Councilmember Jordan-Anderson

12. Discussion and Reports for City Council Consideration and Direction

- A. Marshall Police Department 2025 Annual Report. (Police)
Cliff Carruth, Police Chief, provided the 2025 Annual Report for the Marshall Police Department. This report highlighted various areas of the police department, including accomplishments, accreditation, future challenges, technology enhancements, drone program expansion, technology improvements, training and compliance, the 2025 Racial Profiling Report, traffic stop data, arrests and outcomes (of traffic stops), operational data (number of arrests, calls, reports, crashes, etc.), Mass Casualty Bag Incentive (one kit per shift and one at the police department), inter-agency cooperation, and the Community Policing Program.
- B. Marshall Fire Department 2025 Annual Report. (Fire)
David Rainwater, Fire Chief, stated the public safety group is amazing, and the citizens are in good hands. The fire department will be celebrating 150 years in June and will be hosting a celebration. David Rainwater provided the 2025 Annual Report for the Marshall Fire Department. This report highlighted various areas of the fire department, including statistics for incidents, response time, inspections, TCFP compliance, policy overhaul, fleet turnaround, medal of valor recipients, training, community partnership, and looking ahead for strategic planning.
- C. Overview of the Information Campaign on Water & Sewer Rates. (Community Engagement)
Cheryl Carpenter, Community Engagement, provided information regarding where our water comes from and how it is treated. A three-part video series that has been created

and placed on the website, social media and YouTube with information for the public.

Melissa Vossmer, City Manager, stated Cheryel Carpenter came in to help get the information out to answer questions about the water and sewer rates and to visually document how we get our water and where it goes after being used.

D. Discussion Concerning Council Communications with City Staff and Among Councilmembers.

Scott Rectenwald stated he was tasked with researching other cities and how they communicate through a Government Policy or Ethics Policy. Scott Rectenwald stated his findings indicate that all communication flows through the City Manager, TML has a template and the City of Austin provided some information. Some options for communication are a direct link or a searchable message board. There are exemptions available in the Government Code.

Councilmembers engaged in a discussion which included developing a further understanding of how council communicates or examples of good ideas. There was concern that an Ethics Policy wouldn't address how communications are disseminated, and a message board could create a walking quorum. Further discussion was held regarding sending of or forwarding of emails; best practices for ways to communicate; and a policy to make someone an appointee on council to be the one to give direction.

The Council gave a consensus to bring this item back at a future work session.

13. Executive Session

Councilmember Fenton was not present for the vote.

Councilmember Godfrey made a motion to convene into Executive Session. Mayor Ware seconded the motion, which passed by a vote of 6:0. The time was 8:32 PM.

Councilmember Fenton joined the Executive Session remotely.

- A. An executive session pursuant to Section 551.087 of the Texas Government Code (Deliberation Regarding Economic Development Negotiations) (1) to discuss or deliberate regarding commercial or financial information that the City Council has received from a business prospect that the City Council seeks to have locate, stay, or expand in or near the territory of the City and with which the City Council is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described above; concerning Project 2400.
- B. 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 Lyfi.
- 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 Paramount.

- D. 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 process of appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Attorney.
- E. 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 process of appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Secretary.
Councilmember Abraham made a motion to reconvene from Executive Session. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0. The time was 9:15 PM.

14. Action Item Following Executive Session

- A. Consider approval of EDC Incentives & Performance Agreement for Project 2400, as discussed in Executive Session.
Councilmember Fenton did not rejoin the meeting following the Executive Sessions.
Councilmember Abraham made a motion to approve Rush Harris and the Mayor to enter into a Performance Agreement for Project 2400, as discussed in Executive Session. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.
- B. Consider approval of EDC Incentives & Performance Agreement for Project Lyfi, as discussed in Executive Session.
Councilmember Abraham made a motion to approve Rush Harris and the Mayor to enter into a Performance Agreement for Lyfi, as discussed in Executive Session. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

LyteFiber representatives thanked the Council for their approval. Rush Harris stated the regional headquarters will be located in Marshall, Texas.

15. Adjournment

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

APPROVED:

ATTEST:

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

City Secretary



TO: City Council
DATE: March 26, 2026
ITEM #: 6.F
SUBJECT: Consider approval of the West Side Lift Station Project Acceptance and Release of Contractor's Retainage \$160,796.45. (Public Works)

Recommendation for Action: Motion to approve final acceptance of the West Side Lift Station Project and authorize the release of the Contractor's retainage in the amount of \$160,796.45.

Executive Summary:

The **West Side Lift Station Project** was originally identified in the 2022 System-Wide Lift Station Evaluation Master Plan prepared by Schaumburg and Polk, Inc. (SPI). In that plan, the West End Lift Station was listed as the second priority, following the East End Lift Station Project, which was completed in 2023.

A notice to bidders for this project was issued in late March 2024. Bids were received and opened on April 11, 2024, and the contract was awarded by Council to J2 Construction on April 25, 2024.

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

Based on this certification and final inspection by the City's consulting engineer, staff recommends that the City Council approve final acceptance of the West End Lift Station Project and authorize the release of the contractor's retainage in the amount of **\$160,796.45**.

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

Budget Cost: \$160,796.45.

Staff Contact: Douglas Box, Interim Director of Public Works

- Attachments:**
1. COCC 3-5-26 Signed
 2. Final Payment Affidavit Complete
 3. Final PR#13 for Execution

A709

Certificate of Construction Completion (COCC)

(Submit one for each Prime Construction Contract)

Grant Recipient: J2 Construction Services, LLC

ARPA Contract No: _____

This is to certify that a final inspection of the project described below was conducted on the ____ day of March 3, 2026. Contract was entered into on the 7th day of June, 2024 between the City of Marshall and J2 Construction Services, LLC for the construction of West Side Lift Station Improvements

This is to further certify that:

1. The work has been completed in accordance with the plans and specifications and all amendments, change orders and supplemental agreements thereto.
2. The sum of \$ 0.00, has been deducted from the final payment to the Contractor in accordance with any contract liquidated damages requirements, separate from any liquidated damages resulting from Davis-Bacon compliance.
3. All programmatic requirements have been met, all claims and disputes have been settled, all warranties have been received, and all liens have been released.
4. The Contractor has presented on behalf of itself and its sureties, satisfactory evidence that he or she will repair, replace and rectify any faulty workmanship and/or materials discovered in the work within a period of 24 months from this date, as provided in the Contract.

5.	Amount of Original Contract	\$	<u>1,623,539.00</u>
	Cumulative Change Orders	\$	<u>0.00</u>
	Final Amount of Contract	\$	<u>1,623,539.00</u>
	Less Previous Payments	\$	<u>1,462,742.55</u>
	Less Deductions (from #2 above)	\$	<u>0.00</u>
	FINAL PAYMENT (Balance)	\$	<u>160,796.45</u>

7. The Final Payment above is now due and payable. _____

Certified by the following Engineer, Contractor, and Chief Elected Official/Designee:

Christopher Osburn

Engineer
Project Manager _____

Title
Schaumburg & Polk, Inc.
Firm

Chief Elected Official/Designee

Title

City / County

Alexander Swihart

Contractor
Project Manager _____

Title
J2 Construction Services, LLC
Firm

CONTRACTOR'S FINAL PAYMENT AFFIDAVIT

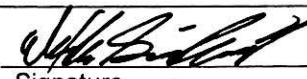
City/County: _____ ARPA No: _____

Contractor: J2 Construction Services, LLC Date: 03/03/2026

BEFORE ME, THE UNDERSIGNED AUTHORITY, on this day personally appeared Alexander Swihart, who being duly sworn, on oath, says that he is a duly authorized representative of J2 Construction Services, LLC; Contractor, and that all terms of the Contract for the completion of certain public works described as West Side Lift Station Improvements; City/County of Harrison, Texas have been satisfactorily completed and that ALL sums of money for payrolls, bills for material and equipment, and other indebtedness connected with the Work for the Owner or its property might in any way be responsible to the best of my knowledge and belief, have been paid or will be paid or otherwise satisfied within thirty days after receipt of final payment from the Owner, or within the period of time required by Article 601f, Vernon's Civil Statutes. Payments not made in full at the time of this affidavit are listed below.

FINAL PAYMENTS pending as of this date hereof are: _____ None Pending As Listed Below

Individual or Co. Name	Mailing Address	Amount Owed
H&H Lumberjack	2340 Flamingo Road Gilmer, Texas 75645	\$60,050.00
J.W. Electric	P.O. Box 143 White Oak, Texas 75693	\$12,173.50
Padgett Masonry	19386 CR 3404 Chandler, Texas 75758	\$1,169.40
True Roads Construction	P.O. Box 1430 Hallsville, Texas 75650	\$7,450.00




Signature
Project Manager

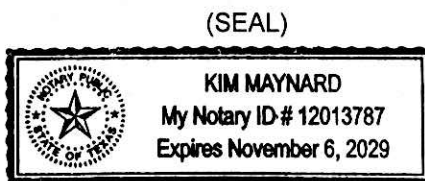
Title

Affidavit must be signed by an individual owner or partner in partnership, or by a person authorized by by-laws or Board of Directors to sign for a corporation. If Contractor is a joint venture or partnership of individuals, either may sign, but if a joint venture in which a corporation is a party, separate affidavits must be executed by each corporation and by each individual owner or partnership. In the event subcontractors, laborers, or material suppliers have not been paid in full, the Contractor shall list here on the amount owed and the name and address of each subcontractor, laborer, or material supplier to whom such payment is owed.

Sworn and Subscribed before me this, the 2nd day of March, 2026.

 _____

Notary Public in and for Gregg County, Texas



Mr. Douglas Box
Interim Public Works Director
605 East End Blvd. South,
Marshall, TX 75670

Re: West Side Lift Station
Pay Request No. 13

Dear Mr. Box,

Please find enclosed Estimate No. 13 for work completed through February 28, 2026. The estimate includes the retainage balance on the above referenced project.

Schaumburg & Polk, Inc. has reviewed the estimate and conducted limited site visits. Our reviews indicate that the work in the Pay Request has been completed. We recommend payment directly to J2 Construction, Inc. in the amount of **\$160,796.45**

Sincerely,
SCHAUMBURG & POLK, INC.

Christopher Osburn

Christopher Osburn, P.E.
Project Manager

Enclosure

RECOMMENDATION OF PAYMENT

ENGINEER's Project No. 931203.00

Project West Side Lift Station

CONTRACTOR J2 Construction, Inc.

Contract For Lift Station Improvements

Contract Date June 7, 2024

Application Date 02-28-2026

Application Amount \$160,796.45

For Period Ending 02-28-2026

To City of Marshall, TX
OWNER

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The Application meets the requirements of the Contract Documents and includes the CONTRACTOR's Certificate stating that all previous payments to him under the Contract have been applied by him to discharge in full all of his obligations in connection with the Work covered by all prior Applications for Payments.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

Schaumburg & Polk, Inc.
ENGINEER

Dated March 03, 2026

By Christopher Osburn

STATEMENT OF WORK

Original Contract Price	\$ <u>1,623,539.00</u>	Work to Date	\$ <u>1,623,539.00</u>
Net Change Orders	\$ <u>0.00</u>	Amount Retained	\$ <u>0.00</u>
Current Contract Price	\$ <u>1,623,539.00</u>	Subtotal	\$ <u>1,623,539.00</u>
		Previous Payments Recommended	\$ <u>1,462,742.55</u>
		Amount Due this Payment	\$ <u>160,796.45</u>



TO: City Council
DATE: March 26, 2026
ITEM #: 8.A
SUBJECT: Consider approval of a resolution by the City of Marshall, Texas, regarding the interim rate adjustment application of CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division, for the 12 month period ending December 31, 2025.

Recommendation for Action: ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP. d/b/a CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS, BEAUMONT/EAST TEXAS DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM, FOR 45 DAYS, AND AUTHORIZE THE CITY’S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE “ALLIANCE OF CENTERPOINT MUNICIPALITIES” (“ACM”) OF CITIES.

Executive Summary: The City is a member of the Alliance of CenterPoint Municipalities (“ACM”). ACM was organized by a number of municipalities served by CenterPoint Energy Resources Corp. d/b/a/ CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division (“CenterPoint”) and has been represented by the law firm of Herrera Law & Associates, PLLC to assist in reviewing applications to change rates submitted by CenterPoint.

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

Budget Cost:

Staff Contact: Scott Rectenwald, City Attorney

- Attachments:**
1. CenterPoint-GRIP-2026-Beaumont_E. Tx Div-Suspension-Resolution-ACM-AIS-FINAL-022826-REVISED-031626
 2. R-26-XX CenterPoint-GRIP-2026-Beaumont_E. Tx Div-Suspension-Resolution-ACM-FINAL-022826_REVISED-031626

AGENDA INFORMATION SHEET

AGENDA ITEM NO. _____

ACTION TO SUSPEND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT ENERGY RESOURCES CORP. d/b/a CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS, BEAUMONT/EAST TEXAS DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM, FOR 45 DAYS, AND AUTHORIZE THE CITY’S CONTINUED PARTICIPATION IN A COALITION OF CITIES KNOWN AS THE “ALLIANCE OF CENTERPOINT MUNICIPALITIES” (“ACM”) OF CITIES

ALLIANCE OF CENTERPOINT MUNICIPALITIES

The City is a member of the Alliance of CenterPoint Municipalities (“ACM”). ACM was organized by a number of municipalities served by CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division (“CenterPoint”) and has been represented by the law firm of Herrera Law & Associates, PLLC to assist in reviewing applications to change rates submitted by CenterPoint.

“GRIP” RATE APPLICATION

Under section 104.301 of the Gas Utility Regulatory Act (“GURA”), a gas utility is allowed to request increases in its rates to recover a return on investments it makes between rate cases. This section of GURA is commonly referred to as the “GRIP” statute, that is, the “Gas Reliability Infrastructure Program.”

The Supreme Court of Texas concluded that a filing made under the GRIP statute permitted gas utilities the opportunity to recover return on capital expenditures made during the interim period between rate cases by applying for interim rate adjustment and that proceedings under the GRIP statute did not contemplate either adjudicative hearings or substantive review of utilities’ filings for interim rate adjustments. Instead, the Court concluded, the GRIP statute provides for a *ministerial* review of the utility’s filings to ensure compliance with the GRIP statute and the Railroad Commission’s rules, and that it is within the Railroad Commission’s authority to preclude cities from intervening and obtaining a hearing before the Railroad Commission. The Court’s opinion has severely limited a city’s ability to perform a meaningful review of a gas-utility’s GRIP filing.

CENTERPOINT’S “GRIP” APPLICATION

On or about February 17, 2026, CenterPoint filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (“GRIP”) (Gas Utility Regulatory Act, § 104.301).

CenterPoint’s application if approved by the Commission will result in an increase in the monthly customer charges as shown below:

Rate Schedule	Current Customer Charge	Proposed 2026 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2099-I-GRIP 2026; R-2099-U-GRIP 2026 Residential	\$27.86 per customer per month	\$2.47 per customer per month	\$30.33 per customer per month	\$2.47 per customer per month
GSS-2099-I-GRIP 2026; GSS-2099-U-GRIP 2026 General Service Small	\$53.12 per customer per month	\$4.18 per customer per month	\$57.30 per customer per month	\$4.18 per customer per month
GSLV-630-I-GRIP 2026; GSLV-630-U-GRIP 2026 General Service Large Volume	\$290.89 per customer per month	\$55.21 per customer per month	\$346.10 per customer per month	\$55.21 per customer per month

CenterPoint’s proposed increase results in the following percentage increases in a customer’s fixed customer charge in its Houston Division:

Residential Customer:	8.7% increase in customer charge
Commercial Customer:	7.9% increase in customer charge
General Service – Large Volume:	19.0% increase in customer charge

REVIEW AND ACTION RECOMMENDED

Although the City’s ability to review and effectuate a change in CenterPoint’s requested increase is limited, the City should exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries, including increases requested under the GRIP statute to ensure compliance with the requirements of that law. This includes whether CenterPoint’s current rates produce a rate of return in excess of its authorized rate of return.

To exercise its due diligence, it is necessary to suspend CenterPoint’s proposed effective date of April 18, 2026 for forty-five days, so that the City can evaluate whether the data and calculations in CenterPoint’s rate application are correctly done.

Therefore, ACM’s Special Counsel, the law firm of Herrera Law & Associates, PLLC recommends that the City adopt a resolution suspending CenterPoint’s proposed effective date for 45 days. Assuming a proposed effective date of April 18, 2026, CenterPoint’s proposed effective date is suspended until June 2, 2026.

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF _____, TEXAS, (“CITY”) REGARDING THE INTERIM RATE ADJUSTMENT APPLICATION OF CENTERPOINT ENERGY RESOURCES CORP. d/b/a CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TEXAS GAS, BEAUMONT/EAST TEXAS DIVISION, FOR THE 12 MONTH PERIOD ENDING DECEMBER 31, 2025.

WHEREAS, on or about February 17, 2026, CenterPoint Energy Resources Corp. d/b/a/ CenterPoint Energy Entex and CenterPoint Energy Texas Gas, Beaumont/East Texas Division (“CenterPoint”) filed an application for an interim rate adjustment/Gas Reliability Infrastructure Program (“GRIP”), which if approved, results in an increase in the monthly customer charges as follows:

Rate Schedule	Current Customer Charge	Proposed 2026 Interim Rate Adjustment	Adjusted Charge	Increase Per Bill
R-2099-I-GRIP 2026; R-2099-U-GRIP 2026 Residential	\$27.86 per customer per month	\$2.47 per customer per month	\$30.33 per customer per month	\$2.47 per customer per month
GSS-2099-I-GRIP 2026; GSS-2099-U-GRIP 2026 General Service Small	\$53.12 per customer per month	\$4.18 per customer per month	\$57.30 per customer per month	\$4.18 per customer per month
GSLV-630-I-GRIP 2026; GSLV-630-U-GRIP 2026 General Service Large Volume	\$290.89 per customer per month	\$55.21 per customer per month	\$346.10 per customer per month	\$55.21 per customer per month

and

WHEREAS, the City has a responsibility to exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS, the application to increase rates by CenterPoint is complex; and

WHEREAS, it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in CenterPoint’s rate application are in accordance with the Section 104.301 of the Gas Utility Regulatory Act; and

WHEREAS, the effective date proposed by CenterPoint is April 18, 2026 but a suspension by the City will mean that the rate increase cannot go into effect prior to June 2, 2026.

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

Section 1. That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

Section 2. The City suspends the requested effective date by CenterPoint for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations that provide the basis for the rate increase application.

Section 3. The City shall continue its participation with other cities that are part of a coalition of cities known as the Alliance of CenterPoint Municipalities (“ACM”).

Section 4. The City authorizes the law firm of Herrera Law & Associates, PLLC, to act on its behalf in connection with CenterPoint’s application to increase rates.

Section 5. To the extent allowed by law, CenterPoint is ordered to pay the City’s reasonable rate case expenses incurred in response to CenterPoint’s rate increase application within 30 days of receipt of invoices for such expenses.

Section 6. A copy of this Resolution shall be transmitted to ACM’s Special Counsel, Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, P.O. Box 302799, Austin, Texas 78703 or via email to aherrera@herreralawpllc.com.

Section 7. The meeting at which this resolution was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 8. This resolution shall be effective immediately upon passage.

PASSED AND APPROVED this _____ day of _____ 2026.

MAYOR

ATTEST:

CITY SECRETARY



TO: City Council
DATE: March 26, 2026
ITEM #: 9.A
SUBJECT: Consider approval to award a contract for the Raw Water Pump Station Equipment Pre-Purchase Project (\$356,118). (Public Works)

Recommendation for Action: Motion to approve and award a contract to Smith Pump Company, Inc. - Zoeller Pump for the Raw Water Pump Station Equipment Pre-Purchase Project.

Executive Summary:

On Thursday, March 5, 2026, the City of Marshall received sealed bids for the Raw Water Pump Station Equipment Pre-Purchase Project. Four (4) bids were received, publicly opened, and read aloud. The bidders and their respective bid amounts are as follows:

1. Smith Pump Company Inc. - Zoeller Pump - \$356,118
2. Smith Pump Company Inc. - Flowserve Pump - \$384,118
3. Pump Solutions Inc. - \$564,887
4. Zone Industries - \$423,400

A summary of the bid tabulation is attached for review.

After evaluating the bids received, HALFF Engineering reviewed the submittals and determined that Smith Pump Company, Inc. — Zoeller Pump submitted the lowest responsive and responsible bid. HALFF Engineering recommends awarding the contract to Smith Pump Company, Inc. - Zoeller Pump in the amount of \$356,118.

Funding for this project will be provided through the Capital Improvement Program (CIP).

Staff concurs with the engineer's recommendation and requests Council approval to award the contract to Smith Pump Company, Inc. — Zoeller Pump for the amount stated above.

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

Budget Cost:

\$356,118

Staff Contact: Douglas Box, Interim Director of Public Works

Attachments: 1. Letter of Recommendation



March 6, 2026
AVO 57795.004

Mr. Douglas Box
Director of Public Works
City of Marshall
401 S. Alamos Blvd.
Marshall, Texas 75670

RE: Marshall Texas Raw Water Pump Station Equipment Pre- Purchase

Dear Mr.Box,

Bids were opened for the above referenced project on Wednesday, March 5, 2026, at 10:00 a.m. at the City of Marshall. Four (4) bids were received for the project. Please see a summary of the bids in the following table.

Contractor	Bid
Smith Pump Company Inc. – Zoeller Pump	\$356,118.00
Smith Pump Company Inc. – Flowserve Pump	\$384,118.00
Pump Solutions Inc.	\$564,887.00
Zone Industries	\$423,400.00

Given that Smith Pump Company Inc. provided the lowest bid, Halff recommends contracting for the Marshall Raw Water Pump Station Equipment with Smith Pump Company Inc. with the Zoeller Pump. Halff views the purchase of this pump as a viable option for the City, and recommends the City proceed with the following option:

Purchase – Bid Items 1-2.1: \$356,118.00

If you have any questions, please contact me at (817) 764-7504.

Sincerely,

HALFF ASSOCIATES, INC.

Preston C. Dillard, PE
Sr. Project Manager

Cc: Mr. Cory Owen, Assistant Director of Public Works

Marshall, Texas
 Bid Tabulation
RAW WATER PUMP STATION
 ADVERTISEMENT DATES: FEB 10, 2026 - MAR 5, 2026
 BID OPENING DATE: MARCH 5, 2026

Bidder	Description	Unit of Measure	Bid Quantity	Smith Pump Company Inc. Zoeller Pump		Smith Pump Company Inc. Flowserve Pump		Pump Solutions Inc.		Zone Industries	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1.0	Furnish Vertical Turbine Pumping Unit, complete with new motor, pump, discharge head, mounting plates, hardware, spare parts and appurtenances. Each rated for 4,300 GPM at 375-foot TDH testing, complete as specified herein. Motor shall be 500 HP 480 VAC 3 Phase.	LS	1	\$ 253,000.00	\$ 253,000.00	\$ 281,000.00	\$ 281,000.00	\$ 278,113.00	\$ 278,113.00	\$ 326,400.00	\$ 326,400.00
1.1	Provide Start-up Services for the Vertical Turbine Pumping Unit and Related Appurtenances	LS	1	\$ 19,900.00	\$ 19,900.00	\$ 19,900.00	\$ 19,900.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00
1.2	Provide Operator Training Services for the Vertical Turbine Pumping Unit and Related Appurtenances	LS	1	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00
2.0	Furnish VFD, including all associated controls, boxes, and related appurtenances complete as specified herein. VFD shall be 18 Pulse, 500 HP 480/277 VAC with NEMA 12 enclosure and disconnect.	LS	1	\$ 76,918.00	\$ 76,918.00	\$ 76,918.00	\$ 76,918.00	\$ 271,774.00	\$ 271,774.00	\$ 84,500.00	\$ 84,500.00
2.1	Provide Start-up Services for the VFD and Related Appurtenances	LS	1	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL					\$ 356,118.00		\$ 384,118.00		\$ 564,887.00		\$ 423,400.00



TO: City Council
DATE: March 26, 2026
ITEM #: 9.B
SUBJECT: Consider Approval of the FY26 Street Program.

Recommendation for Action: Approve the FY26 Street Program as presented and direct the City Engineer to prepare the bid documents.

Executive Summary: The City Council, working with Stan Hayes PE, City Engineer, have identified and developed the attached proposed FY26 Street Program. The item is on the agenda today for final review and, if appropriate, a motion to approve and move the FY26 Street Program forward. The next step will be to prepare the bid documents and put the bid out to possible vendors as quickly as possible.

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

Budget Cost: The FY26 Street Program has total funds available of approximately \$2.1M for all costs associated with the project, including engineering, striping, signage, driveway transitions etc.

Staff Contact: Stan Hayes PE, City Engineer / Doug Box, Interim Public Works Director

Attachments: 1. FY26 Final Recommended Street & Quantity Worksheet

MARSHALL 2026 STREET PROGRAM

DEPARTMENT OF PUBLIC WORKS

FINAL RECOMMENDED LIST

						2" Overlay		220		\$ 8.16		\$ 153.00						
										PVMX		Asphalt						
		Street	From	To	Length	width	SY	Area	Lbs/SY	PCI	CUM PVMX	Tons	Asphalt	CUM Asphalt	Total	Cum Total		
2	6	JOHNSON	GARRETT	HWY. 59	3334	25	9261		2037444		\$ 75,570.67	\$ 75,570.67	1018.7	\$ 155,864.50	\$ 155,864.50	\$ 231,435.17	\$ 231,435.17	\$ 231,435.17
2	5	YOUNGSDALE	CARTER	END	545	22.5	1525		335500	26	\$ 12,444.00	\$ 88,014.67	167.8	\$ 25,665.75	\$ 181,530.25	\$ 38,109.75	\$ 269,544.92	
2	5	ADKINS	W HOUSTON	W RUSK	560	24	1493		328533.3	42	\$ 12,185.60	\$ 100,200.27	164.3	\$ 25,132.80	\$ 206,663.05	\$ 37,318.40	\$ 306,863.32	
2	5	NOLAN	W HOUSTON	SPRING	1113	20	2473		544133.3	34	\$ 20,182.40	\$ 120,382.67	272.1	\$ 41,626.20	\$ 248,289.25	\$ 61,808.60	\$ 368,671.92	
2	5	MOORE	S CARTER	S GROVE	700	20	1556		342222.2	29	\$ 12,693.33	\$ 133,076.00	171.1	\$ 26,180.00	\$ 274,469.25	\$ 38,873.33	\$ 407,545.25	\$ 176,110.08
2	5	GROVE	MIDELL	UNIVERSITY	1053	20	2340		386100	25	\$ 19,094.40	\$ 152,170.40	193.1	\$ 29,536.65	\$ 304,005.90	\$ 48,631.05	\$ 456,176.30	
1	5	NORWOOD	COOPER	LOOP 390	2100	20	4667		1026667	36	\$ 38,080.00	\$ 190,250.40	513.3	\$ 78,540.00	\$ 382,545.90	\$ 116,620.00	\$ 572,796.30	
2	5	SOUTH	S ALLEN	MILTON	750	20	1667		366667	32	\$ 13,600.00	\$ 203,850.40	183.3	\$ 28,050.00	\$ 410,595.90	\$ 41,650.00	\$ 614,446.30	
1	5	FRANK	LOOP 390	MARION	615	20	1367		300666.7	29	\$ 11,152.00	\$ 215,002.40	150.3	\$ 23,001.00	\$ 433,596.90	\$ 34,153.00	\$ 648,599.30	
2	5	MAGNOLIA	AMELIA	HOUSTON	220	16	394		86680		\$ -	\$ 215,002.40	43.3	\$ 6,631.02	\$ 440,227.92	\$ 6,631.02	\$ 655,230.32	
1	5	BRUCKMULLER	CRAWFORD	N GROVE	230	18	460		101200	34	\$ 3,753.60	\$ 218,756.00	50.6	\$ 7,741.80	\$ 447,969.72	\$ 11,495.40	\$ 666,725.72	\$ 259,180.47
3	7	CEDAR CREST	Hwy 80	Crestwood	2600	24	6933		1144000	27	\$ -	\$ 218,756.00	572.0	\$ 87,516.00	\$ 535,485.72	\$ 87,516.00	\$ 754,241.72	
3	7	SEDBERRY	JEFFERSON	SLEDGE	1200	18	2400		528000	24	\$ 19,584.00	\$ 238,340.00	264.0	\$ 40,392.00	\$ 575,877.72	\$ 59,976.00	\$ 814,217.72	\$ 147,492.00
4	6	LINDA LANE	S WASHINGTON	S GARRETT	1500	22	3667		605000	45	\$ -	\$ 238,340.00	302.5	\$ 46,282.50	\$ 622,160.22	\$ 46,282.50	\$ 860,500.22	
4	6	CHERRYWOOD	S GARRETT	END	2750	29	8861		1949444	40	\$ 72,306.67	\$ 310,646.67	974.7	\$ 149,132.50	\$ 771,292.72	\$ 221,439.17	\$ 1,081,939.39	
1	6	MASON	N WASHINGTON	FRANKLIN	520	24	1387		305066.7	26	\$ 11,315.20	\$ 321,961.87	152.5	\$ 23,337.60	\$ 794,630.32	\$ 34,652.80	\$ 1,116,592.19	
1	5	CRAWFORD	HWY 80	BRUCKMULLER	520	20	1156		254222.2	34	\$ 9,429.33	\$ 331,391.20	127.1	\$ 19,448.00	\$ 814,078.32	\$ 28,877.33	\$ 1,145,469.52	
4	6	S GARRETT	MARTINDALE	POCONO	550	20	1222		201666.7	26	\$ -	\$ 331,391.20	100.8	\$ 15,427.50	\$ 829,505.82	\$ 15,427.50	\$ 1,160,897.02	\$ 346,679.30
1	5	EVANS	LOOP 390	OLD HWY 154	1400	20	3111		684444.4	34	\$ 25,386.67	\$ 356,777.87	342.2	\$ 52,360.00	\$ 881,865.82	\$ 77,746.67	\$ 1,238,643.69	
1	5	OLD HWY 154	LOOP 390	SH 154	1082	24	2885		476080		\$ -	\$ 356,777.87	238.0	\$ 36,420.12	\$ 918,285.94	\$ 36,420.12	\$ 1,275,063.81	
1	7	HAWLEY	GROVE	FRANKLIN	736	24	1963		431786.7	22	\$ 16,015.36	\$ 372,793.23	215.8933	\$ 33,031.68	\$ 951,317.62	\$ 49,047.04	\$ 1,324,110.85	
1	7	LOCUST	GROVE	FRANKLIN	1080	22	2640		580800	35	\$ 21,542.40	\$ 394,335.63	290.4	\$ 44,431.20	\$ 995,748.82	\$ 65,973.60	\$ 1,390,084.45	\$ 229,187.43
2	5	ROSBOROUGH SPRINGS	W MEREDITH	PINECREST (SH43)	1250	38	5278		1161111	38	\$ 43,066.67	\$ 437,402.29	580.6	\$ 88,825.00	\$ 1,084,573.82	\$ 131,891.67	\$ 1,521,976.11	
1	7	GEORGE GREGG	EAST	VIRGINIA	500	20	1111		244444	36	\$ 9,066.67	\$ 446,468.96	122.2	\$ 18,700.00	\$ 1,103,273.82	\$ 27,766.67	\$ 1,549,742.78	
2	5	SOUTH	SANFORD	BISHOP	450	20	1000		220000	28	\$ 8,160.00	\$ 454,628.96	110.0	\$ 16,830.00	\$ 1,120,103.82	\$ 24,990.00	\$ 1,574,732.78	
3	7	JEFFERSON	SCOTT	SEDBERRY	854	38	3606		793271.1	34	\$ 29,423.15	\$ 484,052.11	396.6	\$ 60,685.24	\$ 1,180,789.06	\$ 90,108.39	\$ 1,664,841.17	\$ 274,756.72
4	6	COX ROAD	S WASHINGTON	Hwy 59	930	20	2067		454666.7	27	\$ 16,864.00	\$ 500,916.11	227.3	\$ 34,782.00	\$ 1,215,571.06	\$ 51,646.00	\$ 1,716,487.17	
4	5	GARDEN OAKS	PINECREST (SH43)	TRAMMELS TRACE	3300	20	7333		1613333	44	\$ 59,840.00	\$ 560,756.11	806.7	\$ 123,420.00	\$ 1,338,991.06	\$ 183,260.00	\$ 1,899,747.17	\$ 234,906.00



TO: City Council
DATE: March 26, 2026
ITEM #: 9.C
SUBJECT: Consider and take possible action regarding the selection and procurement of a new Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform, including Utility Billing and related implementation services, for the City of Marshall following the completion of Request for Proposals (RFP No. 2025-IT1201).

Recommendation for Action:

Executive Summary:

Consider and take possible action regarding the selection and procurement of a new Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform, including Utility Billing and related implementation services, for the City of Marshall following the completion of Request for Proposals (RFP No. 2025-IT1201).

Background

The City of Marshall currently utilizes the STW financial system (now part of OpenGov) to support core financial operations, payroll, budgeting, purchasing, and utility billing functions. The system is approaching the end of its lifecycle and no longer meets the City's operational, reporting, integration, and cybersecurity needs.

To address these challenges, the City issued RFP No. 2025-IT1201 on December 18, 2025 to solicit proposals from qualified vendors to provide a modern Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform.

The proposed system will support multiple City functions including:

- General Ledger / Fund Accounting
- Budget Development and Management
- Accounts Payable and Accounts Receivable
- Procurement and Purchasing
- Fixed Asset Management
- Payroll and Human Resources
- Financial Reporting and Analytics
- Utility Billing and Customer Service operations

The Utility Billing component will modernize the City's water utility customer billing environment, including payment processing, cashiering, customer portals, and integration with meter reading systems.

Procurement Process

The City followed a structured procurement process consistent with Texas Local Government

Code Chapter 252.

Key milestones included:

- Issuance of the RFP
- Vendor questions and addenda process
- Proposal submissions
- Evaluation of proposals by the City's review committee
- Vendor demonstrations and interviews
- Reference review and total cost of ownership analysis

Following completion of the evaluation process, staff will present a recommended solution and vendor to the City Council during this meeting.

Discussion

Staff will provide an overview of the evaluation process and present a recommended vendor and implementation approach for the City's new Financial Management System and Utility Billing solution.

The recommended solution is intended to modernize the City's financial systems, improve internal operational efficiency, strengthen financial reporting and controls, and enhance customer service for utility customers.

Fiscal Impact

The proposed project will include costs associated with:

- Software licensing or subscription services
- Implementation and configuration services
- Data migration from the existing system
- Integration with City systems
- Staff training and change management
- Ongoing support and maintenance

A multi-year total cost of ownership analysis will be presented to the City Council as part of the recommendation.

Recommendation

Staff will present a recommended vendor and implementation approach during the meeting and request Council authorization to proceed with procurement and contract negotiations.

Council Motion

"I move that the City Council approve the selection of [Vendor Name] for the City's Financial Management System / Enterprise Resource Planning (ERP) project, including Utility Billing functionality, pursuant to RFP No. 2025-IT1201, in an amount not to exceed \$[amount], and authorize the City Manager to execute the necessary agreements subject to legal review."

Alternate Council Motion

Some cities prefer this version if negotiations are still underway:

"I move that the City Council authorize the City Manager to enter negotiations with [Vendor Name] for the implementation of a Financial Management System / Enterprise Resource Planning (ERP) platform, including Utility Billing functionality, pursuant to RFP No. 2025-IT1201, and return to Council with a final contract for approval.

ERP Project Schedule

- Dec - Jan 21 (Question Deadline):

Collect and log all vendor questions, coordinate internal review, and prepare responses for publication.

- Jan 28 (Responses/Addenda):

Post consolidated Q&A and any addenda to ensure all vendors receive consistent clarifications.

- Feb 6 (Proposal Due Date):

Perform a structured intake and compliance review using Attachment C as the baseline.

- Feb 6–Feb 26 (Evaluation):

Committee members complete initial scoring; schedule a consensus session; identify shortlist.

- Mar 3–Mar 13 (Demos/Interviews):

Conduct scripted demonstrations emphasizing Marshall's high-impact pain points (Utility Billing/cashiering controls, reporting/drill-down, integrations, security/logging).

- March (Recommendation / Award Preparation):

Focus Area(s): Improving Infrastructure, Investing in our Workforce, Improving Customer Service, Improving Communication

Budget Cost: TBD

Staff Contact: Randy Pritchard, Support Services Director

Attachments: 1. ERP agenda draft

Consider and take possible action regarding the selection and procurement of a new Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform, including Utility Billing and related implementation services, for the City of Marshall following the completion of Request for Proposals (RFP No. 2025-IT1201).

Background

The City of Marshall currently utilizes the STW financial system (now part of OpenGov) to support core financial operations, payroll, budgeting, purchasing, and utility billing functions. The system is approaching the end of its lifecycle and no longer meets the City's operational, reporting, integration, and cybersecurity needs.

To address these challenges, the City issued RFP No. 2025-IT1201 on December 18, 2025 to solicit proposals from qualified vendors to provide a modern Financial Management System (FMS) / Enterprise Resource Planning (ERP) platform.

The proposed system will support multiple City functions including:

- General Ledger / Fund Accounting
- Budget Development and Management
- Accounts Payable and Accounts Receivable
- Procurement and Purchasing
- Fixed Asset Management
- Payroll and Human Resources
- Financial Reporting and Analytics
- Utility Billing and Customer Service operations

The Utility Billing component will modernize the City's water utility customer billing environment, including payment processing, cashiering, customer portals, and integration with meter reading systems.

Procurement Process

The City followed a structured procurement process consistent with Texas Local Government Code Chapter 252.

Key milestones included:

- Issuance of the RFP
- Vendor questions and addenda process
- Proposal submissions
- Evaluation of proposals by the City's review committee
- Vendor demonstrations and interviews
- Reference review and total cost of ownership analysis

Following completion of the evaluation process, staff will present a recommended solution and vendor to the City Council during this meeting.

Discussion

Staff will provide an overview of the evaluation process and present a recommended vendor and implementation approach for the City's new Financial Management System and Utility Billing solution.

The recommended solution is intended to modernize the City's financial systems, improve internal operational efficiency, strengthen financial reporting and controls, and enhance customer service for utility customers.

Fiscal Impact

The proposed project will include costs associated with:

- Software licensing or subscription services
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A multi-year total cost of ownership analysis will be presented to the City Council as part of the recommendation.

Recommendation

Staff will present a recommended vendor and implementation approach during the meeting and request Council authorization to proceed with procurement and contract negotiations.

Council Motion

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- Mar 3–Mar 13 (Demos/Interviews):
Conduct scripted demonstrations emphasizing Marshall’s high-impact pain points (Utility Billing/cashiering controls, reporting/drill-down, integrations, security/logging).
- March (Recommendation / Award Preparation):



TO: City Council
DATE: March 26, 2026
ITEM #: 10.A
SUBJECT: Report on the Spring St. Transmission Waterline Break and Declared Emergency

Recommendation for Action: Report Only - No Action is Required

Executive Summary: This Report on the Spring St. Transmission Waterline Break is included to provide an overview of the break, the City's response, support by the community and partners as well as the City Council. During the discussion of the Water Master Plan the City Engineer will go into detail about the short and longer-term improvements needed.

Focus Area(s): This item aligns with the following Council focus areas: Improving Infrastructure; Improving Communication and Improving Customer Service.

Budget Cost:

Staff Contact: Chief David Rainwater, EOC Coordinator; Doug Box, Interim Public Works Director

Attachments: None



TO: City Council
DATE: March 26, 2026
ITEM #: 10.B
SUBJECT: City of Marshall Water System Discussion.

Recommendation for Action: Report and Discussion

Executive Summary: In 2018, the Water Master Plan, developed by Stan Hayes PE, was a comprehensive review of the existing system and the identification of problems and concerns that needed to be addressed.

The purpose of the item is to provide the Council with an overview of not only the water system Master Plan but to look at projects this Council has approved to move forward beginning in FY26 and next steps. Despite these necessary and positive steps, the water system in Marshall is quite old and in need of a number of very costly improvements.

The City Engineer will also outline for the Council the actions we need to take now to address our current transmission waterline challenges both along Hwy. 59 and on Spring St. but also the longer-term solutions.

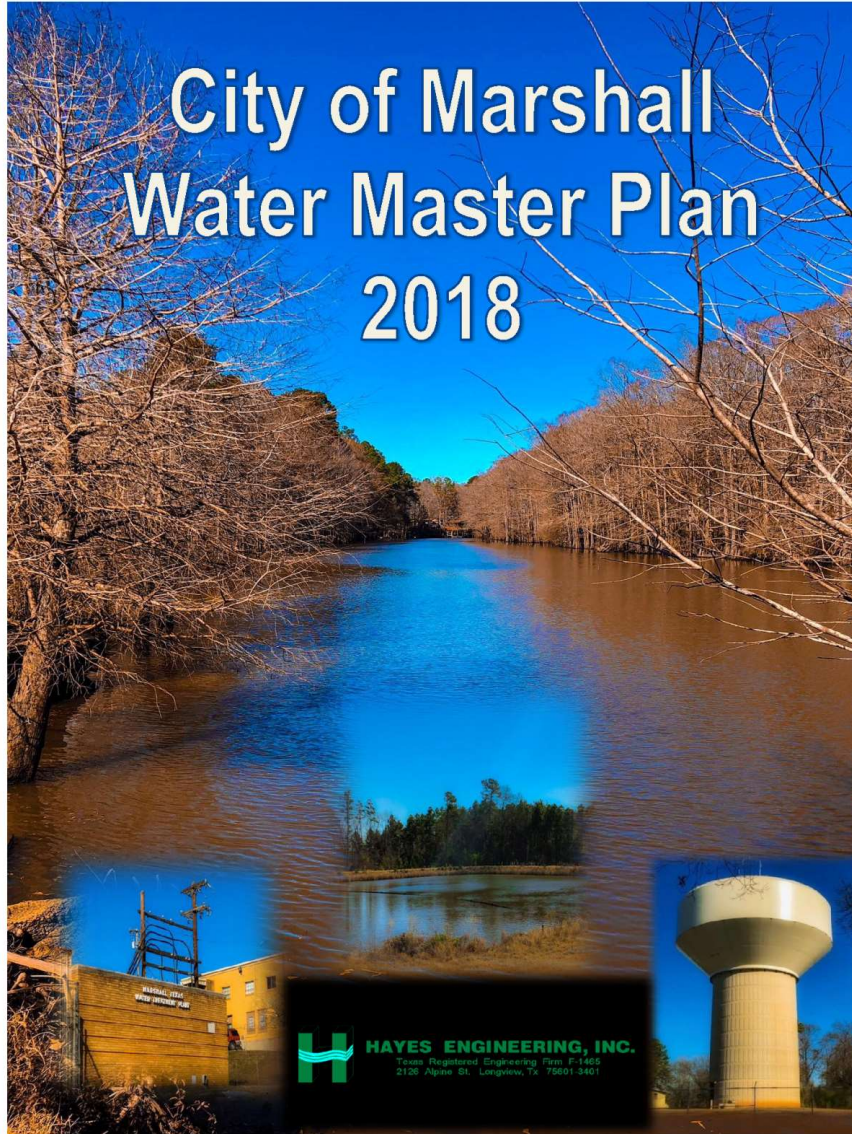
Focus Area(s): This item aligns with the following Council adopted focus area(s): Improving Infrastructure and Improving Customer Service.

Budget Cost: The City Council approved the FY26 - FY30 capital improvement program for necessary projects at the water treatment plant, Caddo intake facilities, and some water distribution improvements, in addition to projects at the wastewater treatment plan, lift station facilities and wastewater collection improvements. Total approved over the five years is \$56M.

Staff Contact: Stan Hayes PE, City Engineer / Doug Box, Interim Public Works Director / Cory Owens, Asst. Public Works Director

Attachments: 1. 20260326 Marshall 2018 Water Master Plan Presentation1

City of Marshall Water Master Plan 2018



City of Marshall Water Master Plan Introduction

- Section 1 - Introduction
 - Planning Area Description
 - Population & Water Demand
- Section 2 – Water System Analysis
 - Existing Facility Capacities
 - Future Facility Capacities Required
 - Distribution System Analysis
- Section 3 – Assessment of Existing System and Procedures
 - Raw Water Availability
 - Raw Water Supply
 - Water Treatment
 - Clearwell Ground Storage
 - High Service Pumping
 - Elevated Storage
 - Distribution System

City of Marshall Water Master Plan Introduction Cont'd

- Section 4 – Assessment of Design Criteria
 - Design Criteria
 - Regional Water System Feasibility
- Section 5 – Capital Improvements Program
 - 2018-2022
 - 2023-2027
 - 2027-2038
- Section 6 – Conclusions and Recommendations
 - Raw Water Availability
 - Raw Water Delivery
 - Clearwell Storage
 - High Service Pumping
 - Water Main Loops, Replacements, Extensions
 - Fire Protection

Section 1

Planning Area Description

- Extraterritorial Jurisdiction (ETJ)
- City Limits
- Certificate of Convenience and Necessity (CCN)

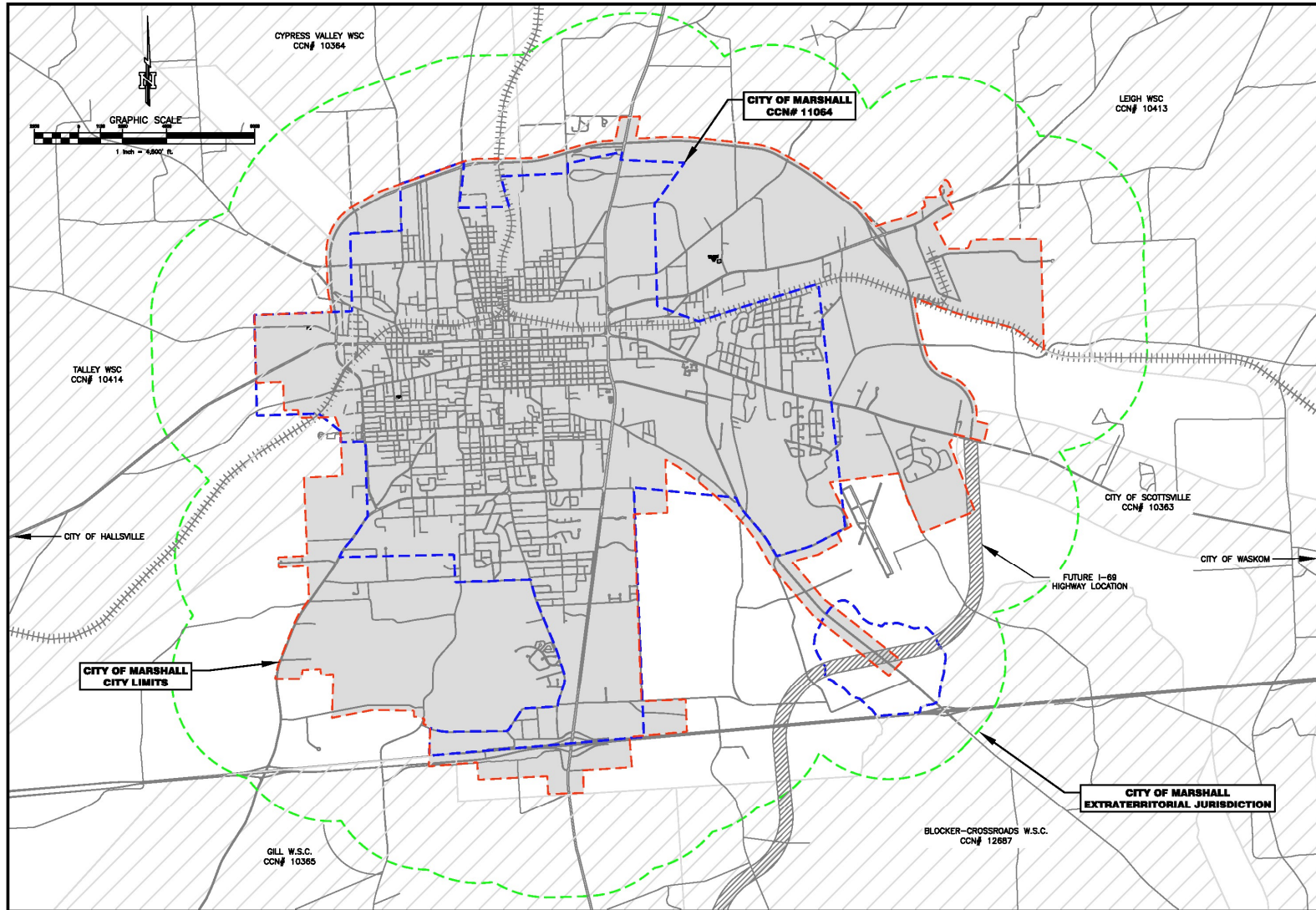


FIGURE 1-2
PLANNING AREA MAP

CITY OF MARSHALL
WATER DISTRIBUTION SYSTEM MAP
HARRISON COUNTY, TEXAS

HAYES ENGINEERING, INC.
 Texas Registered Engineering Firm F-1446
 1700 West Loop West, Suite 1000
 Fort Worth, Texas 76102
 Tel: (817) 750-2010 • Fax: (817) 750-2899



DATE: J.T.S.
 CHECKED BY: S.R.R.
 DATE: MAY 2018
 SCALE: 1" = 4,000'
 JOB NO.: MA-18-03

FIGURE
1-2

Population Projections

- North East Texas Regional Water Planning Group (NETRWPG) (TWDB)
- Census Data
- Meter Forecast

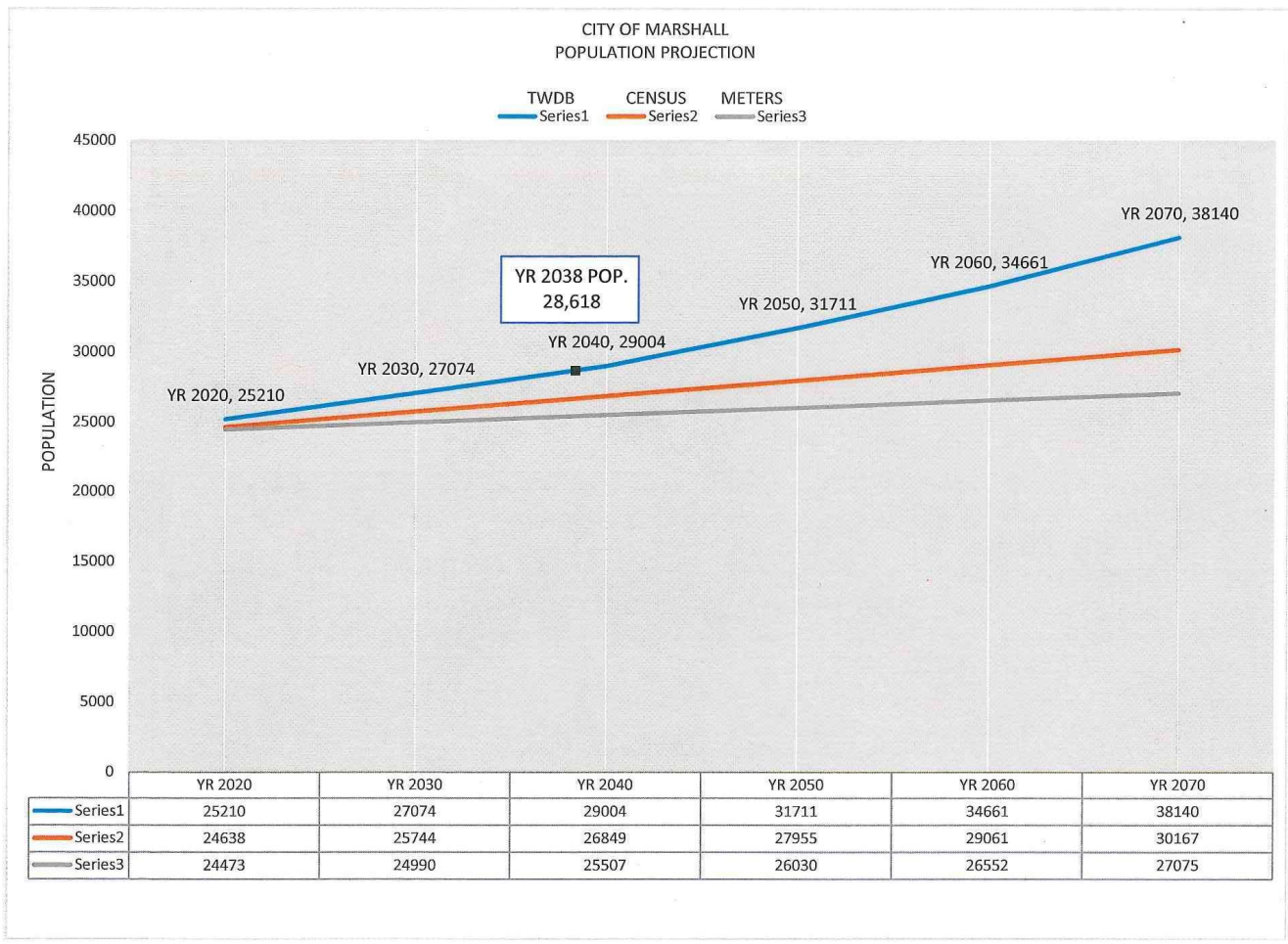


FIGURE 1-6

Water Demands

- **Municipal**

 - Residential, Commercial, Small Industrial

- **Large Industrial**

 - Cabot/Norit, BICC/General Cable, Snider Industries

- **Wholesale**

 - Leigh WSC, Cypress Valley WSC, Talley WSC,
Gill WSC, City of Scottsville

TABLE 1-4

CITY OF MARSHALL
WATER MASTER PLAN

WATER USE PROJECTIONS

YEAR	CITY OF MARSHALL (MGD)			LARGE INDUSTRIAL (MGD)			WHOLESALE (MGD)	SERVICE AREA TOTAL (MGD)		
	AVG. ¹	MAX. ²	PEAK ³	AVG. ⁴	MAX. ⁵	PEAK ⁶	AVG.	AVG. ⁷	MAX. ⁸	PEAK ⁹
2018	2.71	5.42	10.85	1.78	3.56	7.11	0.0202	4.51	8.98	17.96
2023	2.79	5.57	11.15	1.82	3.65	7.29	0.0207	4.61	9.22	18.44
2028	2.84	5.68	11.36	1.87	3.74	7.48	0.0212	4.73	9.42	18.84
2038	2.98	5.97	11.93	1.97	3.93	7.87	0.0223	4.97	9.90	19.80

¹ Residential Demands calculated from projections of the demands shown from TWDB.

² City of Marshall Max = 2 x City of Marshall Average

³ City of Marshall Peak = 4 x City of Marshall Average

⁴ Industrial Demands calculated from projections of the demands shown from TWDB.

⁵ Large Industrial Max. = 2 x Large Industrial Average

⁶ Large Industrial Peak = 4 x Large Industrial Average

⁷ Service Area Total Avg. = City of Marshall Average + Large Industrial Average

⁸ Service Area Total Max. = City of Marshall Maximum + Large Industrial Maximum

⁹ Service Total Peak = City of Marshall Peak + Large Industrial Peak

Section 2

Water System Analysis

- Texas Commission on Environmental Quality (TCEQ) Required Capacities

 - Supply – Treatment Plant Capacity

 - Total Storage

 - High Service Pumping

 - Elevated Storage

- Distribution System Analysis

 - Update System Mapping and Modelling

TABLE 2-2

CITY OF MARSHALL
WATER MASTER PLAN

EXISTING CONDITIONS CAPACITY SUMMARY

No. of Equivalent Connections: 10,707

LOCATION	CAPACITY			
	WATER SUPPLY (GPM)	TOTAL STORAGE (GALS)	ELEVATED STORAGE (GALS)	HIGH SERVICE PUMPING (GPM)
Water Treatment Plant	11,668	3,000,000	---	4,500
19 MGD limited by Raw		3,000,000		1,090
Water Supply to 16.8 MGD				3,100
				3,100
				0
				2,000
				4,500
				4,400
East Elevated (Bausley Rd.)	---	1,000,000	1,000,000	---
West Elevated (Spring St.)	---	1,000,000	1,000,000	---
Total Useable Capacities	11,688	8,000,000	2,000,000	22,690
Minimum Required Capacities	6,424	2,141,400	1,070,700	21,414
Deficiency	---	---	---	---
Available Capacity	5,264	5,858,600	929,300	1,276

TABLE 2-4

CITY OF MARSHALL
WATER MASTER PLAN

YEAR 2038 CAPACITY SUMMARY

No. of Equivalent Connections: 12,449

LOCATION	CAPACITY			
	RAW WATER SUPPLY (GPM)	TOTAL STORAGE (GALS)	ELEVATED STORAGE (GALS)	HIGH SERVICE PUMPING (GPM)
Water Treatment Plant	11,668	3,000,000	---	4,500
19 MGD limited by Raw		3,000,000		1,090
Water Supply to 16.8 MGD				3,100
				3,100
				0
				2,000
				4,500
				4,400
East Elevated (Bausley Rd.)	---	1,000,000	1,000,000	---
West Elevated (Spring St.)	---	1,000,000	1,000,000	---
Total Useable Capacities	11,688	8,000,000	2,000,000	22,690
Minimum Required Capacities	7,469	2,489,800	1,244,900	24,898
Deficiency	---	---	---	2,208
Available Capacity	4,219	5,510,200	755,100	---

Section 3

Assessment of Existing System and Procedures

- Raw Water Availability
- Raw Water Supply
- Water Treatment
- Clearwell Ground Storage
- High Service Pumping
- Elevated Storage
- Distribution System

Raw Water Availability

➤ Run of River Permit

Permit 16,000 AF/YR 14.28 MGD 9,919 gpm

Junior water right, may not be available during drought

➤ North East Texas Municipal Water District

Contract 5,000 AF/YR 4.46 MGD 3,100 gpm

Option 4,000 AF/YR 3.57 MGD 2,480 gpm

Raw Water Supply Delivery

- Raw Water Pump Station (4 x 4,300 gpm)

Firm Yield 20,800 AF/YR 18.6 MGD 12,900 gpm

- Raw Water from Pump Station to Caddo Jr.

24" RCCP Installed 1947

24" Ductile Iron Installed 1999

Capacity 19,400 AF/YR 17.3 MGD 12,000 gpm

- Raw Water from Caddo Jr. to WTP

20" RCCP Installed 1947

24" Cast Iron Installed 1969

Capacity 16,000 AF/YR 14.3 MGD 9,900 gpm

Raw Water Improvements

- Raw Water Pump Station

 - Replace Variable Frequency Drives

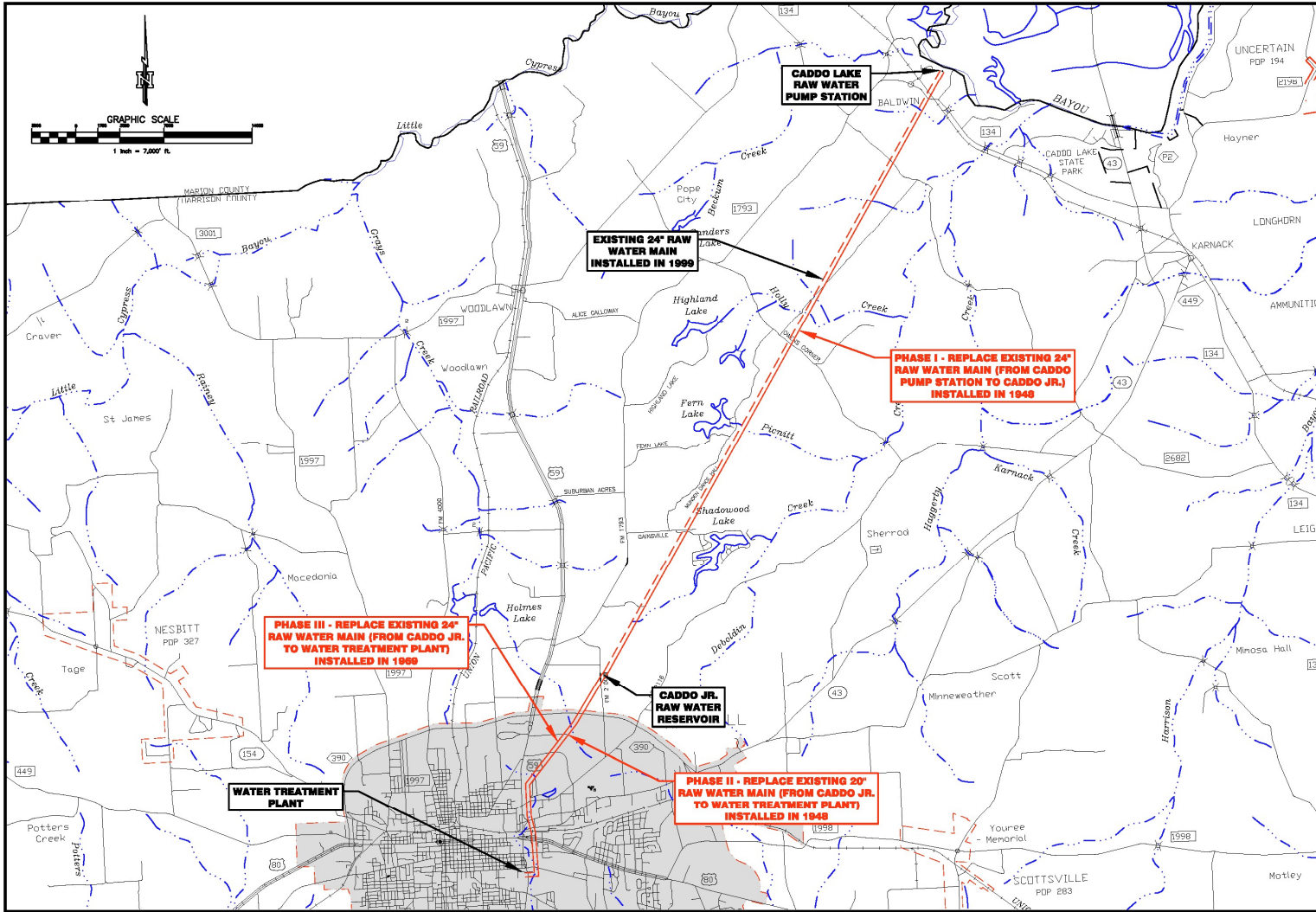
- Raw Water from Pump Station to Caddo Jr.

 - Replace 24" RCCP Installed 1947 with 36" Ductile Iron

- Raw Water from Caddo Jr. to WTP

 - Replace 20" RCCP Installed 1947 with 36" Ductile Iron

 - Replace 24" Cast Iron Installed 1969 with 30" Ductile Iron



**FIGURE 3-1
RAW WATER MAIN
IMPROVEMENTS**

**CITY OF MARSHALL
WATER DISTRIBUTION SYSTEM
HARRISON COUNTY, TEXAS**

HAYES ENGINEERING, INC.
Professional Engineering Firm
2228
2228
Tel. (803) 758-2010 • Fax: (803) 758-2008



DESIGNED BY: J.T.C.
CHECKED BY: S.B.C.
DATE: MAY 2016
SCALE: 1"=7,000'
SHEET NO.: MS-19-05
FIGURE
3-1

Water Treatment Plant

- Flocculation and Clarification with Gravity Filtration

Firm Yield 21,300 AF/YR 19 MGD 13,200 gpm

Water Treatment Plant was expanded in 2008.

Clearwell Ground Storage

- 3.0 Million Gallon Rectangular Concrete

Built in 1950

- 3.0 Million Gallon Circular Concrete

Built in 1969

Clearwell Storage Tanks are 68 and 49 years old. Interior is deteriorating from lack of maintenance. Deteriorated areas should be patched and entire interior sealed.

High Service Pumps

➤ Eight Operating High Service Pumps

Surge pressures created at start up and shut down contributing to water main breaks.

➤ Recommended Improvements:

Add 2 Variable Frequency Drives to Largest Pumps.

Move Existing Pump Controllers to next 2 smaller pumps.

Add Automatic Transfer Switch to Generator.

Elevated Storage Tanks

- 1.0 Million Gallon Spring Street Tank
- 1.0 Million Gallon Bausley Blvd. Tank

Water quality issues in area of Bausley Tank due to location relative to water usage and distribution system.

- **Recommended Improvements:**

Install automatic valves on tank inlet pipes to control with SCADA system.

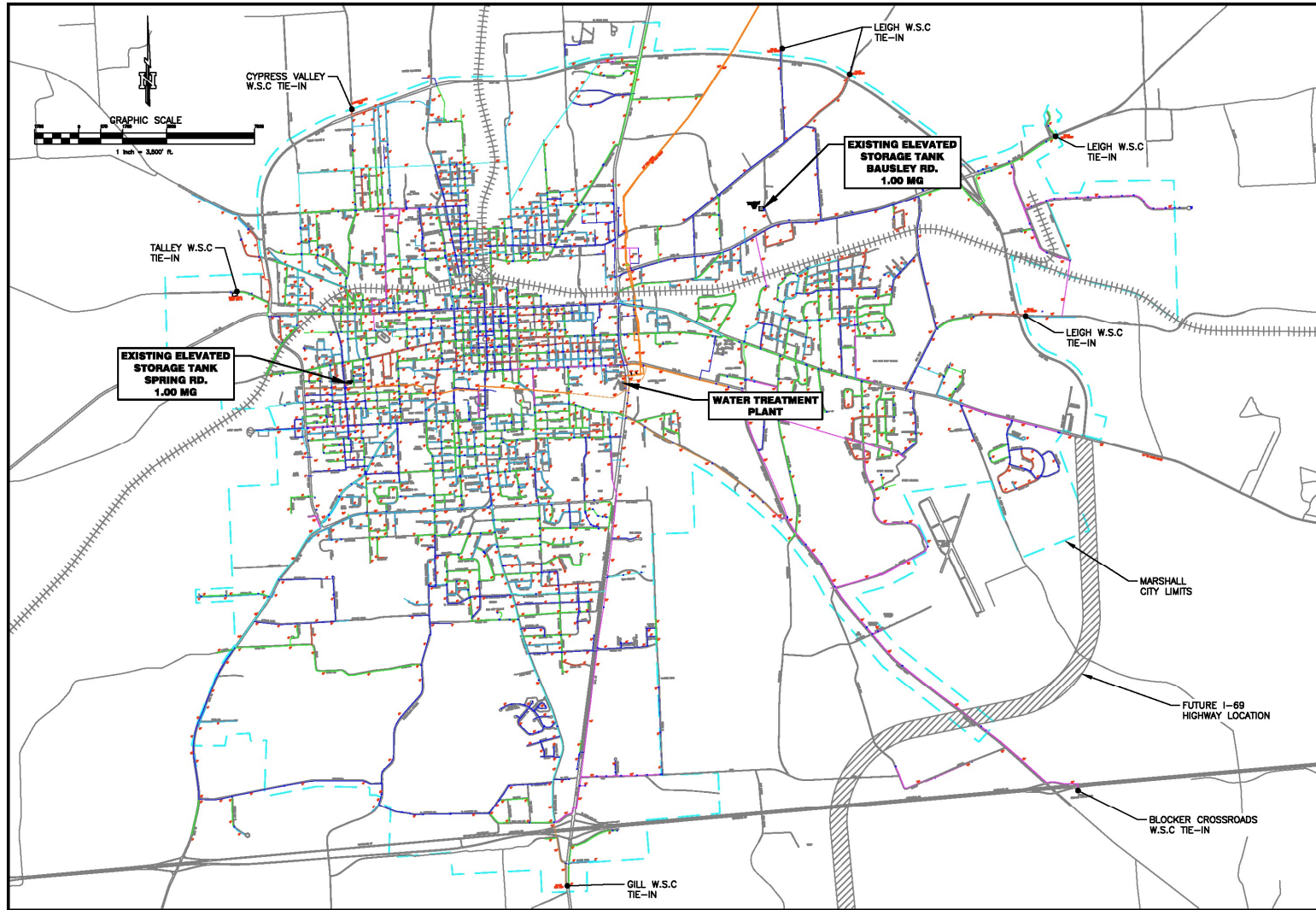


FIGURE 2-2
TREATED WATER
FACILITIES LOCATION
MAP

CITY OF MARSHALL
WATER DISTRIBUTION SYSTEM MAP
HARRISON COUNTY, TEXAS

HAYES ENGINEERING, INC.
Texas Registered Engineering Firm # 1446
2120 West Loop West, Suite 100
Houston, Texas 77027
Tel: (281) 288-2010 • Fax: (281) 288-2000



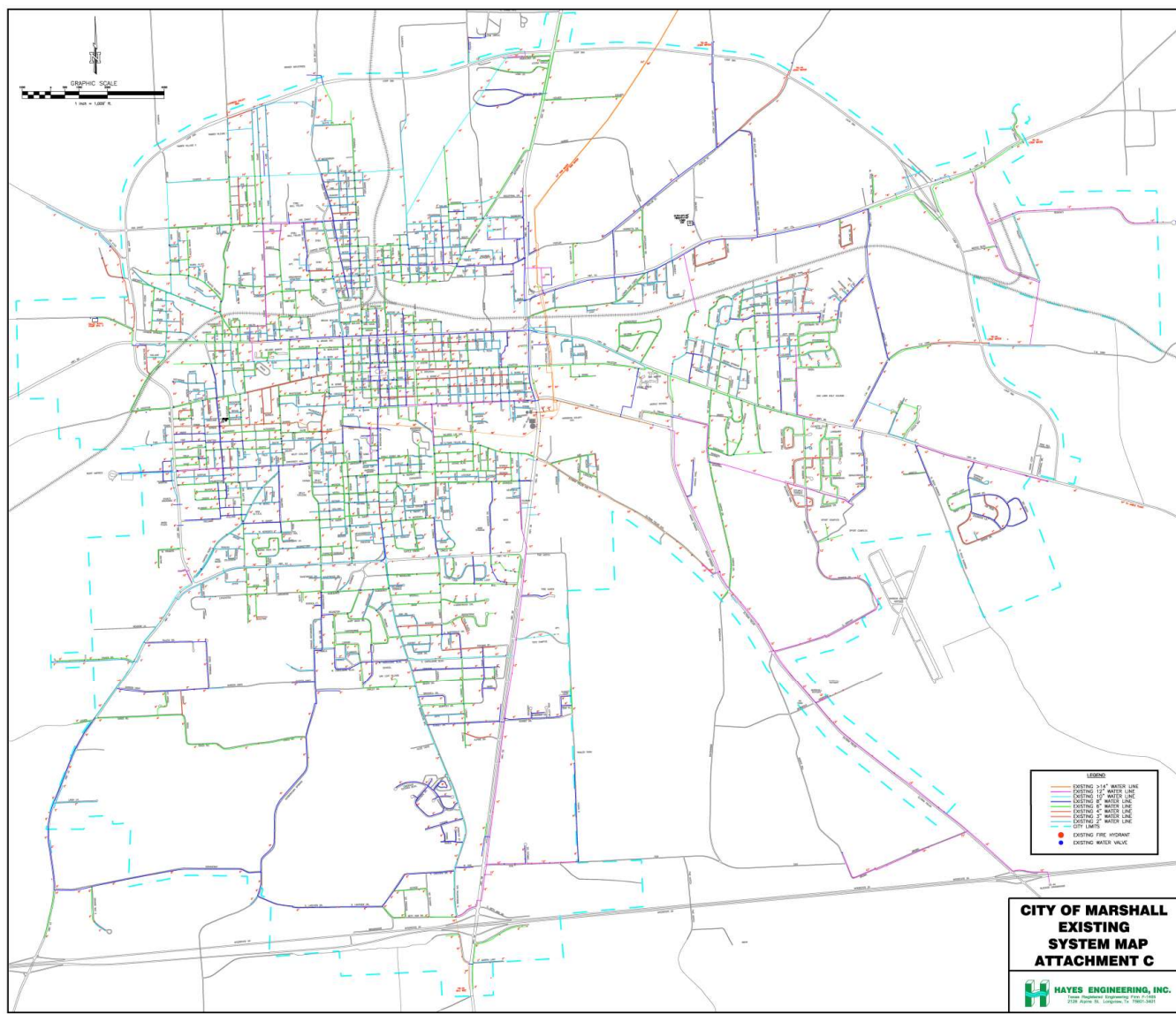
DATE: MAY 2018
SCALE: 1"=3,000'
JOB NO.: 18-10-01
FIGURE
2-2

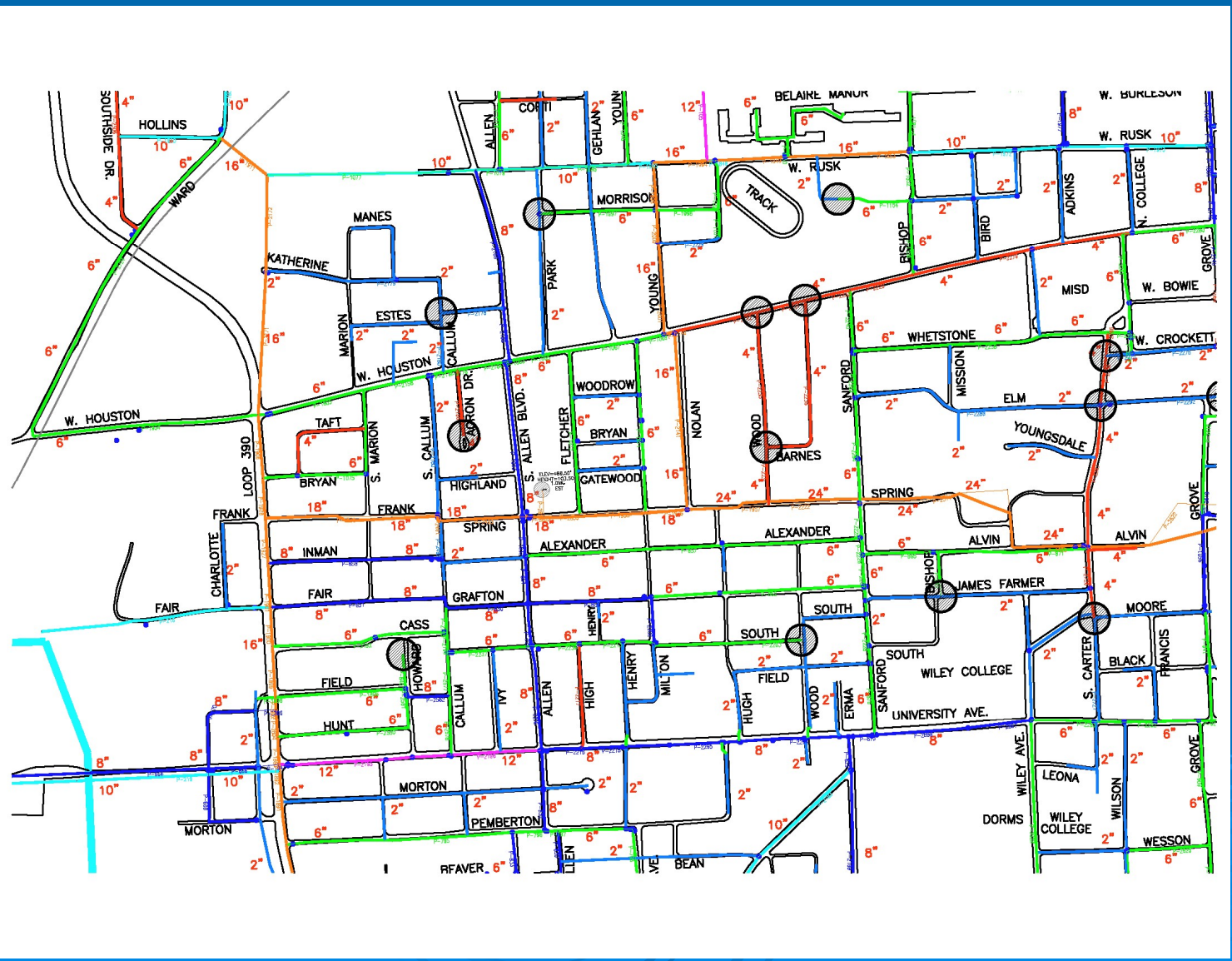
Water Distribution System Issues

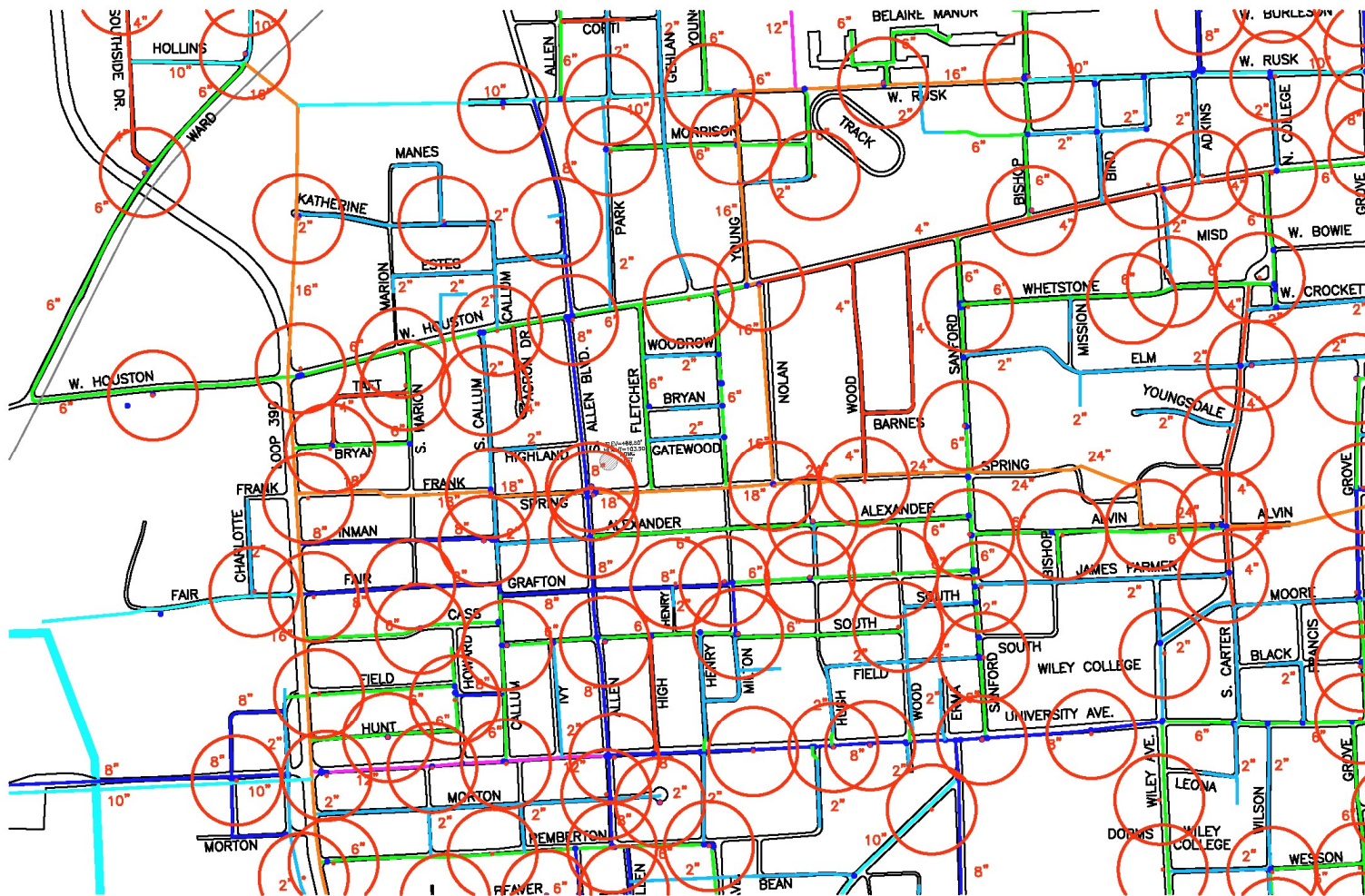
- Complaints of High Pressures in Low Areas
- Excessive Leaks 4-5 per Day in Winter
- Water Quality Issues Due to Water Age
- Numerous Small Diameter Lines
- Fire Hydrant Coverage Sporadic
- Fire Flows Inadequate
- Limited or No Fire Protection in Areas
- Excessive Water Loss Over 20%

Water Distribution System Analysis

- Water System Mapping Updated for GIS
- Valves and Fire Hydrants GPS Located
- Water System Models Updated
- Water System Work Maps Developed
- Recommended Improvements:
 - Address TCEQ Enforcement flush locations.
 - Loop Dead End Water Main for Quality and Fire Protection.
 - Improve Fire Protection by adding Fire Hydrants.







Section 4

Assessment of Design Criteria

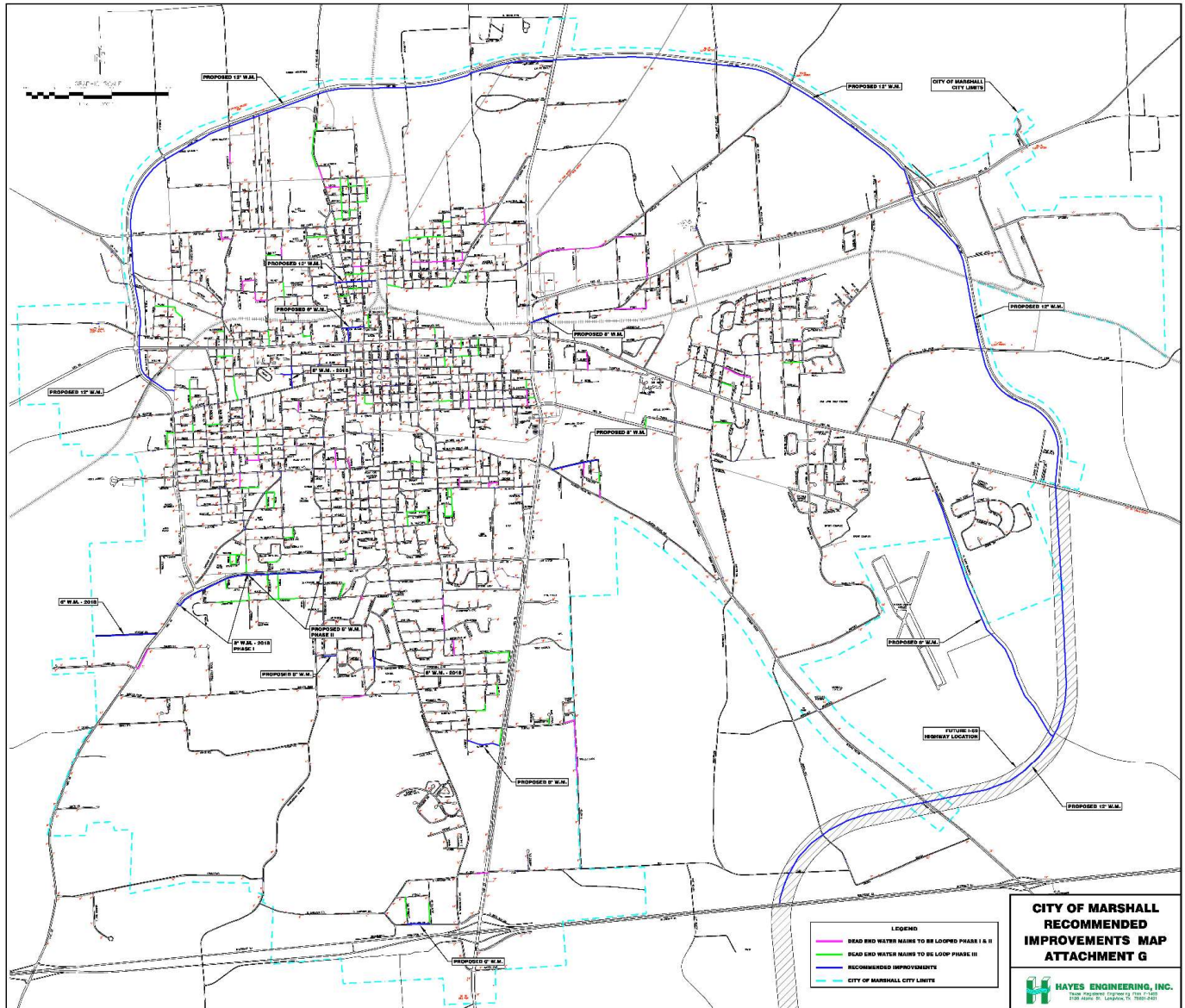
- Currently No Design Guidance Available
- Developed Standard Design Notes to be Provided to Developers/Consultants for Inclusion in Their Design Documents
- Developed Approved Water Products List to be Provided to Developers/Consultants and Contractors/Suppliers

Regional Water System Feasibility

- Regionalization Previously Studied by NETRWPG in 2006 and 2011.
- In General, Systems Desire to Remain Autonomous.
- Groundwater is Significantly Less Expensive to Produce than Surface Water.
- As Long as Groundwater is a Viable Source, it will Not be Economical to Regionalize.

Section 5 Capital Improvements Program

• 2018-2023	\$ 8,102,000
• 2023-2028	\$ 8,953,625
• 2028-2038	<u>\$18,350,200</u>
• Total CIP	\$35,405,825



2018-2023 CIP

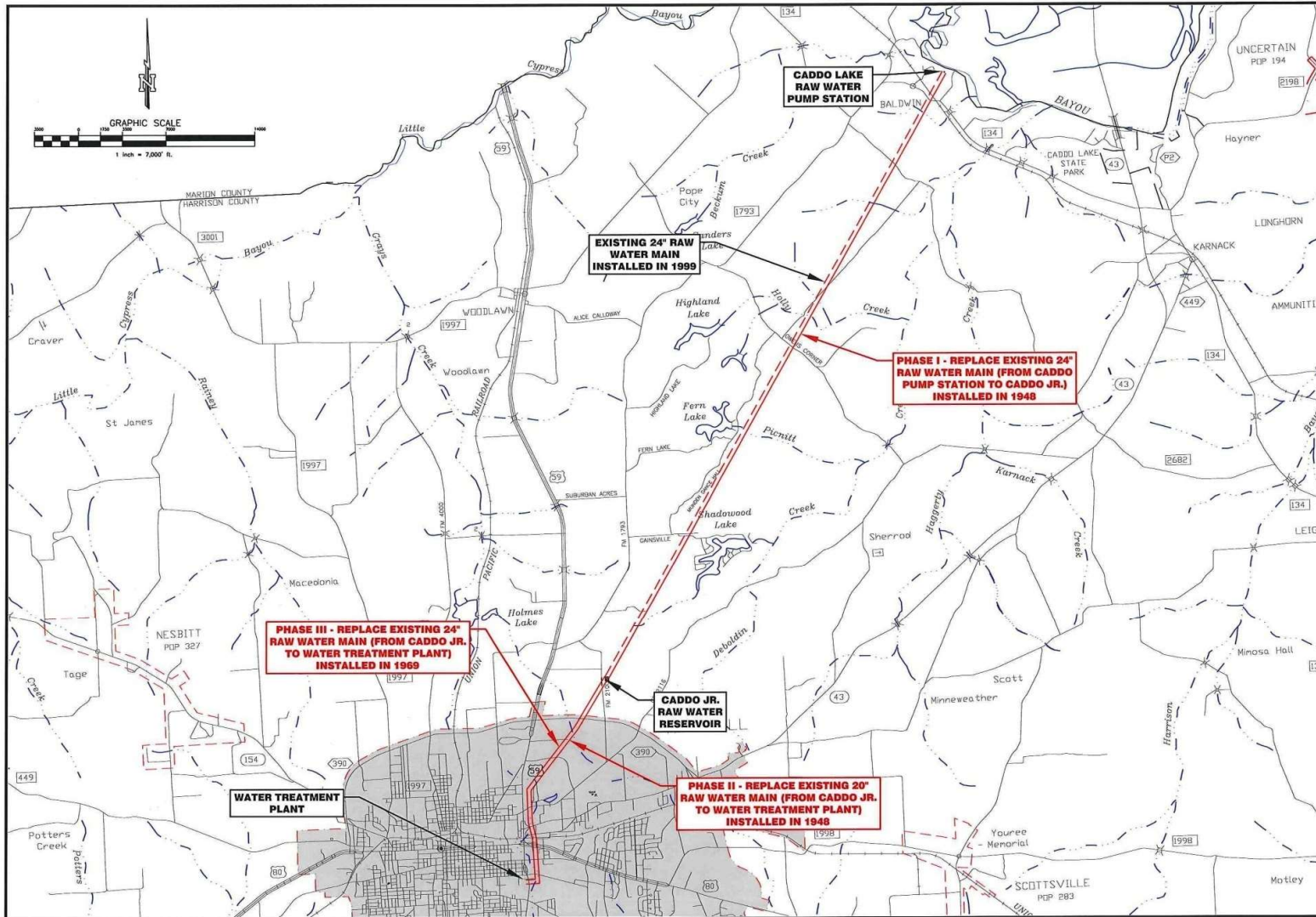
➤ 2018 Water Main Upgrades under Construction	\$ 302,000
➤ 2019-2023 Water Main Upgrades/Replacements	\$2,126,000
➤ Dead End Water Main Improvements Phase I	\$1,130,500
➤ Fire Hydrant Coverage Improvements	\$ 500,000
➤ High Service Pump Station Mod. /WTP Generator	\$ 791,000
➤ Automatic Valves at Elevated Storage Tanks	\$ 207,500
➤ Clearwell Improvements	<u>\$3,045,000</u>
➤ 2018-2023 CIP Opinion of Probable Costs	<u>\$8,102,000</u>

2023-2028 CIP

➤ Raw Water Main Improvements Phase I	\$6,811,250
➤ Dead End Water Main Improvements Phase II	\$1,130,500
➤ Fire Hydrant Coverage Improvements	\$ 500,000
➤ Raw Water Pump Station VFD Modifications	<u>\$ 511,875</u>
➤ 2023-2028 CIP Opinion of Probable Costs	<u>\$8,953,625</u>

2028-2038 CIP

➤ Raw Water Main Improvements Phase II	\$ 3,353,750
➤ Raw Water Main Improvements Phase III	\$ 2,641,250
➤ Dead End Water Main Improvements Phase II	\$ 3,315,000
➤ Fire Hydrant Coverage Improvements	\$ 1,000,000
➤ Northeast Loop 390 (12" US 59 to US 80 East)	\$ 3,360,200
➤ Northwest Loop 390 (12" US 59 to US 80 West)	\$ 2,280,000
➤ Future IH 69 Water Main (12" I-20 to US Hwy. 80)	<u>\$ 2,400,000</u>
➤ 2028-2038 CIP Opinion of Probable Costs	<u>\$18,350,200</u>



**FIGURE 3-1
RAW WATER MAIN
IMPROVEMENTS**

**CITY OF MARSHALL
WATER DISTRIBUTION SYSTEM
HARRISON COUNTY, TEXAS**

HAYES ENGINEERING, INC.
Texas Registered Engineering Firm P-1485
10000 Highway 190, Suite 100, Dallas, TX 75244
Tel: (972) 788-2010 • Fax: (972) 788-2099



SHOW BY: J.S.S.
CHECKED BY: S.B.H.
DATE: MAY 2018
SCALE: 1"=3,840'
JOB NO.: MA-18-03

**FIGURE
3-1**

Section 6

Conclusion/Recommendations

- Monitor Water Availability
- Replace VFD's at Raw Water Pump Station
- Perform Maintenance on Clearwell Interiors
- Add VFD's to High Service Pumps
- Add Automatic Valves to Elevated Tanks
- Begin Annual Program of Installing Fire Hydrants
- Begin Annual Program of Looping Dead End Mains
- Begin Annual Program of Replacing High Maintenance Mains
- Provide Design Guidance to Developers/Consultants
- Replace Raw Water Main Segments when Warranted