

**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
May 28, 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 6:06 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

ABSENT: Councilmember Micah Fenton

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, City Manager	Cliff Carruth, Police Chief
Scott Rectenwald, City Attorney	Nikki Smith, City Secretary
Lisa Pepi, Finance Director	
Christol Hall, HR/Civil Service Director	
Doug Box, Interim Public Works Director	
Cheryl Carpenter, Community Engagement	
Reggie Cooper, Neighborhood Code Enforcement 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

A. Recognition of Melissa Byrne Vossmer's work as City Manager and congratulations on her retirement.

Mayor Ware invited the community to attend the recognition event for Melissa Vossmer to be held on Friday, May 29, 2026, at Memorial City Hall from 11:00 AM - 1:00 PM. The Council thanked Melissa Vossmer for her work and dedication to the City of Marshall and wished her well in her retirement.

Melissa Vossmer, City Manager, stated this moment was bitter-sweet and thanked the council, staff and citizens for all they accomplished together during her time in Marshall, Texas.

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 Morris made a motion to approve the Consent Agenda.

Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 6:0.

- A. Consider approval of the minutes from the May 6, 2026, Special-Called City Council Meeting. (City Secretary)
- B. Consider approval of the minutes from the May 11, 2026, Special-Called City Council Meeting. (City Secretary)

7. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

8. Public Hearing & Ordinance

- A. Conduct a public hearing to consider an application to rezone 209 Sunset Parcel R000030776, a 0.4870 acre lot SUBD: A C HESTER, LOT 14B from R-1 (Single Family Detached) to R-3 (Single Family Detached). (Planning & Development)
Tom Forrest, Interim Planning and Development Services Director, stated this zoning request is to rezone 209 Sunset from R1 to R3 with the applicant wanting to build three (3) houses. The plans meet all requirements and, if approved, will be replotted with

Planning & Zoning. The Planning & Zoning Commission approved the rezone change by a vote of 5:0. All responses received from the surrounding residents were submitted to Council.

Mayor Ware opened the public hearing.

Belinda Carter, 300 Sunset Drive, stated she was concerned this item was already decided on. The location is a residential neighborhood, and she expressed concerns about noise, traffic, utility needs and property maintenance.

Donald Hocutt, 302 Sunset Drive, stated he sent information to councilmembers regarding concerns about high grass and lack of lot maintenance, increased noise and traffic, infrastructure issues and concerns about additional usage.

Mayor Ware closed the public hearing.

Councilmembers asked questions regarding the difference between R1 and R3, what types of zoning is in the area and what the requirements are for R3. The difference between the two is the ability to build smaller homes. There are areas zoned as R3 and R6 in the area, and the lot requirements are for smaller houses and smaller square footage. There were two (2) responses received in opposition to the rezone from the surrounding residents, and none in support.

Councilmember Abraham made a motion to deny. The motion did not receive a second.

Councilmember Godfrey made a motion to table the application to rezone 209 Sunset Parcel R000030776, a 0.4870 acre lot SUBD: A C HESTER, LOT 14B from R-1 (Single Family Detached) to R-3 (Single Family Detached). Councilmember Abraham seconded the motion, which passed by the following vote:

Ayes: 5, Mayor Ware, Councilmembers Godfrey, Abraham, Jordan-Anderson, and Campbell

Noes: 1, Councilmember Morris

- B. Conduct a public hearing to consider an application to rezone a property on the corner of Leslie & Lancaster Parcel R000026901, a 4.300 acre lot SUBD: OL SW, LOT: PT 269, STG from R-2 (Single Family Detached) to PD (Planned Development). (Planning & Development)

Tom Forrest stated the applicant was present and that the application is for 21 duplexes on a little over four (4) acres. The request was sent to the development review committee and all requirements were met. The Planning & Zoning Commission approved the rezone of the property on the corner of Leslie & Lancaster from R-2 to PD by a vote of 5:0.

Mayor Ware opened the public hearing.

John Bailey, 1302 W. Pinecrest Dr., spoke of concerns about 42 units on the acreage. The high density in the single-family area would change the nature of the neighborhood, have negative effects on infrastructure, increase traffic and drainage

issues.

CB Lewis, 1300 W. Pinecrest Dr., spoke of concerns regarding drainage and sewer.

Nicole Angeles, 1200 W. Pinecrest Dr., spoke of concerns regarding people looking into her property and seeing her kids, increased foot traffic, flooding issues, and requested a full comprehensive review be considered.

Vicki Martin, 1414 Lancaster St., spoke in opposition to the rezone and spoke of concerns for the safety of her special-needs child, fire hydrant ability, size of road, speeders and tax increases on the properties.

Jennifer Reyes, 1108 W. Pinecrest Dr., spoke of several concerns including infrastructure, water pressure issues, groundwater and drainage, parking, traffic flow, and pedestrian safety.

Clayton Allen, the applicant, provided site maps to the council, and stated that all the concerns mentioned were valid, the water and sewer take away capacity and pressure were within requirements. The responses received were seven (7) against and three (3) in support. There are six (6) other properties in the area zoned for duplexes.

Mayor Ware closed the public hearing.

Council asked about other lots zoned in the area, and there are other R-6 areas. There has been no traffic flow study. Council asked questions of Clayton Allen regarding the site map, parking, drainage, and infrastructure. A discussion was held regarding the width of streets, traffic flow, the developers' record of maintaining properties and for a completed plan to be submitted.

Council allowed a question and answer period between the citizens and the applicant.

Mayor Ware made a motion to table consideration of an application to rezone a property on the corner of Leslie & Lancaster Parcel R000026901, a 4.300 acre lot SUBD: OL SW, LOT: PT 269, STG from R-2 (Single Family Detached) to PD (Planned Development). Councilmember Abraham seconded the motion, which passed by the following vote:

Ayes: 4, Mayor Ware, Councilmembers Abraham, Morris and Campbell

Noes: 2, Councilmembers Godfrey and Jordan-Anderson

9. Ordinance

- A. Consider approval of amendments to the Wrecker Ordinance. (Police)
This item was withdrawn.
- B. Consider approval of an ordinance amending ordinance O-25-15 Comprehensive Fee Schedule. (City Secretary)
This item was withdrawn.

10. Action Items for City Council Consideration

- A. Consider approval of the Program Year 2026 Community Development Block Grant (CDBG). (CDBG)

Councilmember Morris left the Council Chambers at this point in the meeting.

Tami Henderson, CDBG Coordinator, provided information regarding the CDBG PY26 Action Plan. The totals for the Program Year are \$377,950 with Public Services Agencies \$47,638; Neighborhood Development \$266,434; and Program Administration \$63,518.

Councilmember Jordan-Anderson made a motion to approve the Program Year 2026 Community Development Block Grant (CDBG). Councilmember Godfrey seconded the motion, which passed by a vote of 5:0.

- B. Consideration of an in-depth housing study of the Marshall, Texas area by Gap Strategies not to exceed \$110,000. (Marshall EDC)

Councilmember Morris returned to the Council Chambers at this point in the meeting.

Councilmember Jordan-Anderson left the meeting at this point in the meeting.

Rush Harris, Marshall EDC Director, provided the scope and objective of the in-depth housing study stating the goal was to look at housing conditions and types of housing. The study would talk to citizens, developers, and staff, and community forums would be held. The total cost is anticipated to be \$98,000, not to exceed \$110,000 with funding coming from the EDC.

Jeff Barton, Gap Strategies, explained what will be addressed by the study and the community-wide survey.

Council asked if any conclusions had been reached, and it was stated this effort is just starting and would be all-inclusive, reaching out to all the community.

Mayor Ware made a motion to approve an in-depth housing study of the Marshall, Texas area by Gap Strategies not to exceed \$110,000. Councilmember Morris seconded the motion, which passed by a vote of 5:0.

- C. Consideration of a proposed expenditure of up to \$95,000 for a High Demand Job Training (HDJT) Grant for Texas State Technical College Marshall (TSTC). (Marshall EDC)

Rush Harris stated that the total needed for Texas State Technical College (TSTC) for the High Demand Job Training was \$190,000. The Marshall EDC would provide half of this amount, \$95,000, the grant would provide the rest. The purpose of this grant is to allow for lighting to be improved in the class/workroom. Jill Crocker, TSTC representative, stated the lights are a safety concern for the staff and students.

Councilmember Godfrey made a motion to approve a proposed expenditure of up to \$95,000 for a High Demand Job Training (HDJT) Grant for Texas State Technical College Marshall (TSTC). Councilmember Morris seconded the motion, which passed by a vote of 5:0.

- D. Consider Approval of Compensation Adjustments Adopting the Minimum Hourly Rate of \$15 for the City; Recognizing the Significant Additional Work the ERP Project has

Created for the IT Dept. and Utility Billing Manager; and the Recognition of the Guidance and Direction Provided by the Municipal Court Administrator. (City Manager) Melissa Vossmer stated compensation is important. There are 10 part-time positions that currently earn less than \$15 per hour and an increase will help retain the part-time workers. There are eight (8) full-time positions that currently earn less than \$15 per hour and an increase will provide competition and stabilize the full-time positions. An increase for the employees who are right above the \$15 per hour mark is also being requested. Melissa Vossmer stated that due to the increased workload of the IT Department and Water Billing Manager because of the ERP transition, an increase is being requested to recognize the hard work that this will require. An increase for the Court Administrator is also being requested as a stabilizing factor and due to the turnover in the department.

Councilmember Godfrey made a motion to approve Compensation Adjustments Adopting the Minimum Hourly Rate of \$15 for the City; Recognizing the Significant Additional Work the ERP Project has Created for the IT Dept. and Utility Billing Manager; and the Recognition of the Guidance and Direction Provided by the Municipal Court Administrator. Councilmember Morris seconded the motion, which passed by a vote of 5:0.

- E. Consider the approval of a renewal for FY2026 for the annual Street Improvement Program - Rayford Truck & Tractor. (Public Works)

Doug Box, Interm Public Works Director, asked for approval of the renewal of the contract for the FY2026 Street Improvement Program at a proposed cost of \$1,995,574.40. The Engineering Cost would be approximately \$118,000.00.

Melissa Vossmer noted this is the first time the city has made these funds available for streets.

Councilmember Godfrey made a motion to approve the renewal for FY2026 for the annual Street Improvement Program - Rayford Truck & Tractor. Councilmember Campbell seconded the motion, which passed by a vote of 5:0.

11. Discussion and Reports for City Council Consideration and Direction

- A. Update on the Strategic Communication and Marketing Plan for the City of Marshall and next steps. (Tourism & Main Street)

Alex Agnor introduced Bart Johnston, who stated he has been working on the marketing plan for the City of Marshall. The plan was to highlight Marshall as an experience platform, and he provided a video of the advertisement.

A discussion was held regarding the types of ads and lengths, the idea of making Marshall the hub of East Texas, and the photos used to set the feel and tone of the video. It was noted the video is not the final product. Council requested the cast be intentionally inclusive and highlight more events that occur at the universities, to showcase Memorial City Hall, and inclusive music events.

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

Rush Harris provided the semi-annual report for the Marshall EDC including highlights of the year such as the career expo, WE Align status, the near completion of the Strategic Plan, the Retail Strategy, housing study, etc.

12. Executive Session

Councilmember Godfrey made a motion to convene into Executive Session. Councilmember Morris seconded the motion, which passed by a vote of 5:0. The time was 9:11 PM.

- A. An executive session pursuant to Texas Government Code 551.072, permitting a governmental body to conduct a closed meeting to deliberate 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; to wit, exchange of properties located within the 200-300 blocks of N. Wellington and N. Washington.

- 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 L&W.

Councilmember Godfrey made a motion to reconvene from Executive Session. Councilmember Morris seconded the motion, which passed by a vote of 5:0. The time was 9:54 PM.

13. Action Item Following Executive Session


- A. Consider action regarding discussion from the executive session.
There was no action taken regarding this item.

- B. Consider action regarding discussion from the executive session.
Mayor Ware made a motion to approve an expenditure up to \$100,000 by Marshall EDC for Project L&W. Councilmember Godfrey seconded the motion, which passed by a vote of 5:0.

14. Adjournment

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

APPROVED:



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

ATTEST:



City Secretary