

# CITY OF MARSHALL AGENDA MEMO

**PROJECT:** Consider appointing Harold Raines and Suzanne Carter to the Main Street Advisory Board.

**MEETING DATE:** August 27th, 2015

**DESCRIPTION:** The Main Street Advisory Board currently has two vacancies. The Main Street Advisory Board unanimously approved the two applications at their August 17th Board Meeting. Both candidates have vested interests downtown.

**COST:** N/A

**FUNDING:** N/A

**RECOMMENDED ACTION:** Appoint Harold Raines and Suzanne Carter to the Main Street Advisory Board.

**CITY CONTACT:** Sarah E. O'Brien, Tourism & Promotions Director  
[Obrien.sarah@marshalltexas.net](mailto:Obrien.sarah@marshalltexas.net) 903-702-9500

**ATTACHMENTS:** Applications for both nominees

City of Marshall  
Application for Appointment to City Boards and Committees

Name of Board or Committee to which you are applying: \_\_\_\_\_

Note: A person may serve on only two (2) City boards or committees at one time.

Name: Raines Harold E  
(Title) (Last) (First) (Middle)

Permanent Residence Address: 304 Brownrigg Marshall W 75672  
(Street) (City) (State) (Zip Code)

Preferred Mailing Address: \_\_\_\_\_  
(If different from above) (Street) (City) (State) (Zip Code)

Preferred Phone and Fax: 903-935-9789  
(Phone) (Fax)

Email Address: HaroldRaines@outlook.com

Occupation: Retired

Employer: \_\_\_\_\_ Title: \_\_\_\_\_

Are you a registered voter in the City of Marshall?  Yes  No

Are you a resident of the City of Marshall?  Yes  No

Length of residence: Since 1963

Do you, your spouse or your employer have any financial interest, direct or indirect in any contract with the City of Marshall?  
 Yes  No

If Yes, please explain: \_\_\_\_\_

Do you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?  
 Yes  No

If Yes, please explain: \_\_\_\_\_

Do you, your spouse or your employer have any financial interest, directly or indirectly, in matters that might come before the Board or Committee to which you are seeking appointment?  
 Yes  No

If Yes, please explain: \_\_\_\_\_

Convictions: Have you ever been convicted of a crime, other than minor traffic violations?  
 Yes  No  
If so, give details. Do not include traffic violations. \_\_\_\_\_

\_\_\_\_\_



## BIOGRAPHY

Harold E. Raines  
304 Brownrigg

**Marshall**

**Tx. 75672**

Ph. 903 935 9789

Born: Memphis, Tenn. – August 25, 1926

Moved to Wiergate, Texas – 1933 Also lived in Dousette, Tx appx 1 ½ yrs

To Shreveport, La. 1939

Graduated Fair Park High School 1944

Volunteered U. S. Navy 1944 – Served in South Pacific aboard PC 1228 as Signalman WW2

U. S. Navy During Korean War – Adm. D.R. Espe – Staff member as QMS

Attended Centenary College and Louisiana Tech. Univ. - Kappa Sigma Fraternity - Baseball

Employed Pioneer Bank – Shreveport, La.

Graduated American Institute of Banking

Re-called to Navy Duty in 1950- Served in Admiral Espie's staff as navigator and signalman – QMS/2

Aboard AG12 (Communication Ship) in Korea and immediate area.

Employed as an Insurance investigator until 1954- 1963 ?

Moved to New York City and formed a partnership in the Raines and Associates, Designers and Construction of Broadway sets and props, Shakespear in the Park, The Chrysler Show and many others including off Broadway at times. David Merick – Joe Pap- Robert Waggoner and various others

Moved to Marshall in 1963

Employed by Marshall Mill & Elevator Co. (Livestock feed manufacturer. and dist.) as Sales Mgr.

Retired 1992

Worked part time – J.C. Hughes Sr. INC. (Wiseman's -,Jordan and Booth, Harwitz, Palais Royal and others) Interior retail decorations, 1976-1994 as a decorator.

Rehabilitation Inspector- City of Marshall – 1988 to 2008 - PART TIME

Part time employee of Sullivan Heaster Funeral Home 2005 – 2006 Downs Funeral Home 2006 to 2008

Served various organizations in Marshall, Tx. as a volunteer.

President Ag. Booster Club three terms

Original Board Josey World Championship Jr. Barrel Racing Assn. – 8 yrs.

Board of Advisory Marshall Civic Center three yrs – Vice-Chair one yr.

Marshall Festivals Inc 25 years. Event chair three terms and Parade producer 14 years. Vice-chair

Board Wiley College Tourism Commission.

Board member Marshall Community Concerts Assn 5yrs.

Marshall Regional Arts Council Board 18 yrs – V-Pres. One yr. Chair - Gospel Fest 5 yrs until 2014-

Recd. Certificate or recognition for dedicated community service Modern Woodmen of the World 1993

Did all the lighting and most of audio at the Marshall Civic Center Theater for 14 yrs.

Board Harrison Co. Historical Society seven yrs. And to present

Board Memorial City Hall Military Museum Committee 2014 TO pres

Graduate of Leadership Marshall Team – 1998

Back Stage Mentor – Theatrical Internship Instructor - Marshall Theater

Volunteer of the year – City of Marshall. Honored by Marshall Chamber of Commerce

Delivered Meals on Wheels six years

Served Habitat for Humanity and United Way Campaign in various ways .

Board member Salvation Army - 2000 to 2008. Served as chair three years.

Board member of ARC Marshall. 2001 to present.--- President 2012- 2013- 2014- 2015

Board Member of Crime Stoppers. 2007 to pres

Asbury House board of directors two yrs.

Member – Boys and Girls Club 2005 to 2007 – Resigned by letter 2007

Board Member Harrison County Historical Commission 6 yrs to pres

Member Harrison Co. Court House Restoration Joint Committee

Board member Harrison County Historical Society 1999 to pres.

Member of Friends of Caddo Lake - 2007 to present -- V-PRES. 2008-2009 / 2009-2010 / 2010-2011  
Board member Citizen's Advisory Council 2008 to present  
Board member - 12 way foundation march 2010 - to present  
Committee member Center Stage Productions - June 2010 to present. (RESIGNED BY LETTER TO J C HUGHES 8/20/10)  
Board Member Airport Advisory BOARD --- March 2011 ---

Member of the Boy Scouts of America for 51 years.  
BSA Institutional Rep 1992 to pres  
Scout Master twenty eight years.  
District Commissioner B.S.A. 12 yrs.  
Completed Wood Badge Training and served as assistant course director two courses.  
Received the Award of Merit 1982 and the Silver Beaver .  
Outstanding Leadership Award presented by the Methodist Church Foundation. 1992 & 2011  
District Instructor of many youth and adult training courses. for Caddo Dist BSA

Member of the First Methodist Church - Marshall, Tx.  
Served on various committees, Mission, Education and Outreach. -- Board of trustees 2007 to 2011  
Sunday School Superintendent for 17 yrs. 1985 to 2002  
Officer Selection Committee FUMC - 2009 / 2010 / 2011  
Recd. The Cross and Flame Award for service to the Church.  
Conformation Class Mentor six years - 1st Meth. Ch. Marshall, Tx.  
Studied and graduated as a Stephen Minister  
Served on the Board of Trustees FUMC. 2009 / 2012  
Light and Audio coordinator for the church. Supervised audio and lighting systems installed in sanctuary.  
2009  
Various Mission trips including Philadelphia, Mexico, Appalachia, Tennessee, Colorado, Jamaica and others.  
Served as a leader and director at week long childrens summer camp.- 12 years -

Became a member of the Mar-Tex Evening Lions Club of Marshall in 1980  
Serving as Club President for the fourth time. Served all club offices except Sec/Treas.  
Region Chair Person 3 Times  
Zone Char Person 6times  
District Queens Contest Chair 1983, 1995, 1996  
District Convention Chair 1982, 1985, 1999.  
Served on Securities and Investment Committee at Texas Lions Camp , Kerrville, Tx. 4 yrs.  
Rec'd. Melvin Jones Fellowship Award from Lions International  
Rec'd Jack Weich Fellow Award from Texas Lions Foundation  
Rec'd Ed Flood Award from Texas Lions Camp  
Served as Governor of District 2x2 2003-2004  
Resigned from Mar-Tex Lions Club 2010

Married Esther Westmoreland in Elysian Fields Texas in 1956 (Deceased Jan. 22 2005)  
Married Betty Jean Monigold May 2, 2009 moved to 304 Brownrigg - Marshall Tx.  
Two Daughters:  
Mrs. Johnny Collier (Carole) of Longview, Tx.  
Ms. Kathy Cole of Longview, Tx.  
Four Grandchildren

City of Marshall  
Application for Appointment to City Boards and Committees

Name of Board or Committee to which you are applying: Main Street

Note: A person may serve on only two (2) City boards or committees at one time.

Name: Carter Suzanne K.  
(Title) (Last) (First) (Middle)

Permanent Residence Address: 1570 Kings Rd. Marshall TX 75672  
(Street) (City) (State) (Zip Code)

Preferred Mailing Address: \_\_\_\_\_  
(If different from above) (Street) (City) (State) (Zip Code)

Preferred Phone and Fax: (903) 407-1110 no fax  
(Phone) (Fax)

Email Address: Suzanne.Carter02@gmail.com

Occupation: Retired from Higher Education - Administrator  
current, small business owner, Vintage Home Furnishings  
Employer: "2 Funky Junkies" Title: \_\_\_\_\_

Are you a registered voter in the City of Marshall?  Yes  No

Are you a resident of the City of Marshall?  Yes  No

Length of residence: 13 years

Do you, your spouse or your employer have any financial interest, direct or indirect in any contract with the City of Marshall?

Yes  No

If Yes, please explain: \_\_\_\_\_

Do you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?

Yes  No

If Yes, please explain: \_\_\_\_\_

Do you, your spouse or your employer have any financial interest, directly or indirectly, in matters that might come before the Board or Committee to which you are seeking appointment?

Yes  No

If Yes, please explain: \_\_\_\_\_

Convictions: Have you ever been convicted of a crime, other than minor traffic violations?

Yes  No

If so, give details. Do not include traffic violations. \_\_\_\_\_

Name: Suzanne K Carter

BACKGROUND

Education: B.S + Master of Science - TX A&M University Commerce

Professional: Recruiter, Dean of Enrollment Management, A&M-Commerce and TSTC Marshall

Volunteer Experience/Community Service: former member Marshall Regional Arts Council, Commerce TX Chamber of Commerce Bd and

Areas of interest: Leadership Commerce; Commerce FFA mentor + volunteer, downtown Marshall, TX activist

Please specify membership on any other governmental Board or Committee.

List all Boards, Commissions, Corporations, Non-Profit Entities, Agencies, or other Entities of which you are currently a member and/or officer and/or employed by, and give the title and dates of any position that you have held in such organization.

Organization: \_\_\_\_\_

Title: NA Dates: \_\_\_\_\_

Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Dates: \_\_\_\_\_

Reasons for Seeking Appointment: Please attach a brief narrative outlining your interests and qualifications for seeking appointment. You may also add a résumé or additional information.

I have read and understand the instructions and appointment process. The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

Suzanne K. Carter  
Signature

7-21-2015  
Date

FILE COMPLETED FORM WITH CITY MANAGER'S OFFICE BY DEADLINE FOR PROCESSING

Marshall City Manager  
ATTN: Laurie Thompson  
401 S. Alamo  
Marshall, Texas 75670

(Original copy will be on file in the City Secretary's Office for 12 months.)

Note: Information provided on this form is public and subject to the Texas Public Information Act (Government Code Chapter 552)

Area of Interest, Design  
Downtown Promotion

## Reasons for Seeking Appointment to Main Street Board

There is a renewed spirit downtown and I am willing to work hard to further the good works that have been done, as well as to support those currently underway. Marshall, Texas is a unique city, offering a vast array of attractions. We cannot sit idly by and watch this treasure grow dim.

My business partner and I started our Vintage Home Furnishings business downtown Marshall during 2<sup>nd</sup> Saturdays almost 4 years ago. We are among the local vendors in the new Blissmoor Valley Company Store which opened July 20, 2015 in downtown Marshall. We are excited about partnering with Billy and Brandon Bradbury to bring a new business and unique shopping experience to our town.

I believe my past experience as Dean of Enrollment Management at Texas A&M University-Commerce and Texas State Technical College, where I was responsible for strategic recruitment and marketing initiatives will provide a strong platform as a Main Street Board member. Additionally, I was involved in the Commerce, Texas, Chamber of Commerce and many civic clubs and organizations in leadership roles. Since moving to Marshall, TX thirteen years ago, I have been a champion for our town and have likewise been involved in numerous clubs and organization.

My husband and I are champions for Marshall, Texas and especially for the downtown area. It's time to step up, put on the gloves and get to work.

Thank you for your consideration of my application for the Marshall, Texas Main Street Board.

Suzanne K. Carter