

City of Marshall  
Main Street Advisory Board  
Meeting Minutes  
**Wednesday, January 19, 2022**

MEETING:

8:30 AM Conference Room of Marshall City Hall 401 S Alamo Blvd Marshall, TX 75670

CALL TO ORDER:

Meeting was called to order by Main Street Advisory Board Chairperson, Cheryel Carpenter @ 8:35 AM.

ATTENDANCE:

The following Board Members were present: Cheryel Carpenter, Lucy Golladay, Stephanie Rhodes, Raven Lenz, Mary Lynn O'Neal, Jeanette Krohn, Karen Bickerdike, Tracy Jackson, and Scott Carlile. Amelia Rabalais joined via facetime.

Also, in attendance: Garnett Johnson, Asst. Director of Community & Economic Development and David Williard, Interim City Manager for the City of Marshall, TX.

APPROVAL OF MINUTES

Cheryel C. presented the minutes from the December 2021 meeting for review and approval. Mary Lynn O. made a motion that minutes were to be approved. Scott C. seconded the motion. Minutes were approved unanimously.

INTRODUCTIONS

Garnett J. introduced David Williard as the Interim City Manager for the City of Marshall and read his bio. David spoke to the group briefly about the time he has been here, the search for a permanent City Manager and updated the MS Board on the process. He reported that the Commission had received several applications/resumes to date. The members in attendance then took time to introduce themselves to David and this allowed for the new members to introduce themselves to the group as well.

CITIZENS COMMENTS:

There were no citizen comments.

MAIN STREET UPDATE:

Garnett J. updated the group that she will be serving in the role of Interim Main Street Manager during this time. She plans to be "dually officed" between City Hall and N Washington with plans to be in the office on N Washington two days a week. She stressed communication and that anyone at anytime is free to call, email, or text her with any concerns, comments or questions.

She is currently working on the Main Street Quarterly and Annual Report that is due to the State of Texas. She noted that the State of Texas did not show where all of the necessary paperwork had been previously filed for the accreditation. Karen B. and Lucy G. mentioned that they were under the

impression it had been previously filed and Karen B. said she would do some research to see if she could find that information. Garnett J. also made mention that there is a Historical Board report also due. She asked for everyone's patience as she completes these reports, which are extensive, and then she will be more available.

Cheryl C. mentioned the idea of surveying the downtown stakeholders about WOL. This would be an effort in gathering data on traffic, sales, hours, etc. It was not determined who would put the survey together or when it would be issued. Garnett J. also mentioned the idea of a WOL Job Fair to be held in the Spring and Fall. Businesses downtown that would be needing employees during WOL to be open as much as possible would hopefully have a pool of applicants to choose from. Everyone agreed this was a great idea. Amelia R. commented she would like to have more communication on the events/shows, etc that will be available not only during WOL but year round. It was agreed for everyone to refer to the Chamber of Commerce Community Calendar frequently and communicate between one another information shared on that site as it is updated daily.

#### PLAN OF WORK:

Cheryl C. distributed the Plan of Work Draft for Main Street. Everyone reviewed and agreed it was a great start and looked good. The Plan of Work calls for various sub-committees and although there were recent placements on said sub-committees, Cheryl C. asked that we start fresh with new sub-committees and including more training and guidance. Members were asked to reply via email about where they would like to serve. Lucy G. expressed interest in Design Committee; Scott C. and Raven L. expressed interest in Economic Restructuring; Tracy J. and Mary O. expressed interest in Promotions

#### REVIEW OF BY-LAWS:

Cheryl C. stated that the By-Laws needed to be reviewed and changes made and asked that everyone look over the current By-Laws and submit and suggestions via email.

#### MERGING OF CITY BOARDS:

Garnett J. posed the question of merging the Keep Marshall Beautiful Board and the Main Street Board as the KMB Board has dwindled down in size. It was discussed how these two boards could work well together. Karen B. suggested that the boards might not be a good fit to merge as Main Street Board is specific to an area while KMB is city wide. No decision was made. This idea will be reviewed in the future.

#### NEW BUSINESS:

Garnett J. provided an update on the streetscaping taking place in downtown. She stated the project is to be completed in May and that Public Works is the department overseeing this project. Scott C. commented how he hoped that the project would continue as originally discussed down N Washington to Hwy 80. Karen B. agreed with this hope.

#### MEETING ADJOURNED

The meeting was adjourned by the Chairperson at 9:20 AM.

Minutes respectfully submitted by,

Karen Bickerdike  
Co-Chairperson Main Street Advisory Board