

**TENTATIVE
CITY COUNCIL AGENDA
NOVEMBER 18, 2025
6:00 P.M.**

**CITY OFFICE BUILDING
214 N. LAFAYETTE, MARSHALL, MO 65340**

1. Roll Call
2. Adoption of Agenda
3. Approve or Correct Regular Session Minutes of November 4, 2025
4. Committee Reports
 1. Public Relations and Public Safety Committee
 2. Municipal Services and Personnel Committee
 3. Property, Finance, Budget and Audit Committee
 4. Community Development and Code Committee
 5. City Administrator's Report
 6. Mayor's Report
5. Business from the Audience – Limited to 3 minutes per speaker. Any person, resident or non-resident, wishing to address the council may approach the microphone and state their name and comments.
6. Discussion and Appropriate Follow Up
 1. Appointment to Planning and Zoning Commission
7. Resolution
 1. Authorize Payment to Emery Sapp & Sons, Inc. for Parallel Taxiway Reconstruction Project
8. Ordinances
 1. Provide for General Municipal Election to be Held on April 7, 2026 – Second Reading
 2. Authorize the Board of Public Works to Enter into an Agreement with SOA Architecture for Services Related to Marshall Municipal Utilities Administration Building and Shop Project
 3. Appropriation
9. Other Council Business
10. Adjourn

Posted 11/14/2025
1:30 p.m.

RESOLUTION NO. ____

A RESOLUTION AUTHORIZING PAYMENT OF PAY APPLICATION NO. 3 TO EMERY SAPP & SONS, INC. FOR THE PARALLEL TAXIWAY RECONSTRUCTION PROJECT AT THE MARSHALL MEMORIAL MUNICIPAL AIRPORT.

WHEREAS, the City of Marshall, Missouri, entered into a contract with Emery Sapp & Sons, Inc. for the *Parallel Taxiway Reconstruction Project* at the Marshall Memorial Municipal Airport (MODOT Project Number 23-018B-1); and

WHEREAS, the contractor has submitted Pay Application No. 3, dated September 9, 2025, for work performed during the period December 7, 2024 through September 9, 2025; and

WHEREAS, the City's engineer has reviewed the pay application and certified that the work has been completed in accordance with project specifications and the approved quantities; and

WHEREAS, the total contract amount for the project is \$3,074,911.00, with costs to date of \$3,018,053.50, and Pay Application No. 3 requests payment in the amount of \$151,258.92, representing the balance due after previous payments totaling \$2,866,794.58; and

WHEREAS, there is no retainage being withheld, and this payment reflects work completed under both the FAA-funded and BIL-funded components of the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALL, MISSOURI, AS FOLLOWS:

1. The City Council hereby approves Pay Application No. 3 submitted by Emery Sapp & Sons, Inc. for the Parallel Taxiway Reconstruction Project at the Marshall Memorial Municipal Airport.
2. The Mayor is hereby authorized and directed to issue payment in the amount of One Hundred Fifty-One Thousand Two Hundred Fifty-Eight Dollars and Ninety-Two Cents (\$151,258.92) to Emery Sapp & Sons, Inc.
3. This Resolution shall be in full force and effect upon its passage and approval.

PASSED AND APPROVED this ____ day of _____, 2025.

President

APPROVED by the Mayor this ___ day of _____, 2025.

Mayor

FILED this ___ day of _____, 2025.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR A GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 7, 2026, IN THE CITY OF MARSHALL, MISSOURI FOR ELECTION OF CITY OFFICERS THEREIN.

WHEREAS, it is necessary and proper for the City of Marshall, Missouri (“City”), to hold regular elections in accordance with Missouri statutes and the City’s Code of Ordinances; and

WHEREAS, the City Clerk as the City’s Election Official, is required by law to propose an ordinance calling for a municipal election.

BE IT ORDAINED by the Council of the City of Marshall, Missouri as follows:

Section 1. An election is hereby called to be held on April 7, 2026, to elect the following officers of the City:

- a. Mayor for a 4-year term;
- b. First Ward Council Member for a 2-year term;
- c. Second Ward Council Member for a 2-year term;
- d. Third Ward Council Member for a 2-year term; and
- e. Fourth Ward Council Member for a 2-year term.

Section 2. Any person duly qualified who desires to file for these positions at said election shall file with the City Clerk of the City of Marshall, Missouri, at any time after 8:00 a.m. on December 9, 2025, and before 5:00 p.m. on December 30, 2025.

Section 3. The City Clerk is hereby authorized and directed to publish notice of said election as required by law, send this Ordinance to the County Clerk of Saline County, Missouri, along with a sample ballot and a Notice of Election. Said Notice of Election shall be submitted to the County Clerk of Saline County, Missouri, no later than 5:00 p.m. on January 27, 2026.

Section 4. The polling places shall be set by the County Clerk of Saline County, Missouri, and shall be open for such times as required by applicable law.

Section 5. In all other respects, the Code of Ordinances of the City of Marshall shall be and remain unchanged.

Section 6. This Ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect until amended or repealed by the City Council.

PASSED by the Council of the City of Marshall, Missouri, this _____ day of _____, 2025.

President

APPROVED by the Mayor this _____ day of _____, 2025.

Mayor

FILED this _____ day of _____, 2025.

City Clerk

ORDINANCE NO. ____

AN ORDINANCE AUTHORIZING THE BOARD OF PUBLIC WORKS OF THE CITY OF MARSHALL, MISSOURI, TO ENTER INTO A STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ARCHITECT (AIA DOCUMENT B101-2017) WITH SIMON OSWALD ASSOCIATES, INC. D/B/A SOA ARCHITECTURE FOR ARCHITECTURAL AND DESIGN SERVICES RELATED TO THE MARSHALL MUNICIPAL UTILITIES ADMINISTRATION BUILDING AND SHOP PROJECT, AND AUTHORIZING THE BOARD OF PUBLIC WORKS TO EXECUTE THE AGREEMENT

WHEREAS, the Board of Public Works of the City of Marshall, Missouri (“Board”) has identified the need for the construction of a new Marshall Municipal Utilities Administration Building and Shop, located at 765 West North Street, Marshall, Missouri; and

WHEREAS, the Board has negotiated a Standard Form of Agreement Between Owner and Architect (AIA Document B101-2017), between Marshall Municipal Utilities and Simon Oswald Associates, Inc. d/b/a SOA Architecture of Columbia, Missouri, to provide professional design and construction administration services for said project; and

WHEREAS, the City Council of the City of Marshall, Missouri, finds it in the best interest of the City and its residents to authorize the Board of Public Works to enter into said agreement for professional architectural services and to ratify all necessary acts to carry out the intent of the project;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MARSHALL, MISSOURI, AS FOLLOWS:

Section 1. The City Council hereby authorizes and directs the Board of Public Works of the City of Marshall to enter into the Standard Form of Agreement Between Owner and Architect (AIA Document B101-2017) with Simon Oswald Associates, Inc. d/b/a SOA Architecture, for the provision of architectural, design, and related professional services for the Marshall Municipal Utilities Administration Building and Shop project, as described in the Agreement attached hereto and incorporated herein by reference as *Exhibit A*.

Section 2. The Board of Public Works of the City of Marshall is hereby authorized to execute such documents.

Section 3. The Board of Public Works is further authorized to take all actions and incur all costs consistent with the terms of said agreement.

Section 4. This Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED this ___ day of _____, 2025.

President

APPROVED by the Mayor this ___ day of _____, 2025.

Mayor

FILED this ___ day of _____, 2025.

City Clerk

ORDINANCE NO. _____

AN ORDINANCE MAKING THE APPROPRIATION FOR THE PAYMENT OF ACCOUNTS OUT OF THE DIFFERENT CITY FUNDS.

BE IT ORDAINED by the Council of the City of Marshall, Missouri, as follows:

SECTION I. There is hereby appropriated out of the different funds as follows:

GENERAL FUND	\$ 220,669.51
SANITATION FUND	8,654.18
LIBRARY FUND	12,603.97
BAND FUND	628.57
PARK FUND	212,851.63
STREET FUND	38,157.16
AIRPORT OPERATING FUND	21,110.03
TOURISM	4,036.77
MARTIN COMMUNITY CENTER	2,498.47
HAB CENTER FUND	
PARK CAPITAL IMPROVEMENT	-
CITY OFFICE	
SOUTH ODELL SEWER	
ECONOMIC DEVELOPMENT	
WATER OPERATING FUND	\$ 205,037.59
ELECTRIC OPERATING FUND	1,235,280.08
SEWER REVENUE FUND	218,458.35
INTERNET OPERATING FUND	139,886.62
NATURAL GAS OPERATING FUND	3,374.98
ELECTRIC RESERVES	
SEWER EQUIPMENT FUND	
WATER SEGREGATED	

SECTION II. The City Clerk is hereby instructed to make out warrants in favor of the respective parties set out in the hereto attached lists and when said warrants are properly signed to deliver them to the proper parties.

PASSED by the City Council of the City of Marshall, Missouri, this 18TH day of NOVEMBER, 2025.

President of the City Council

APPROVED by the Mayor of the City of Marshall, Missouri, this 18TH day of NOVEMBER, 2025.

Mayor

FILED this 18TH day of NOVEMBER, 2025.

City Clerk