



**Mayor Tim Marshall**  
**Councilmember Jerry Webb**  
**Councilmember Michael Chevalier**  
**Councilmember Brian Williams**

**Mayor Pro-Tem Pete Herrmann**  
**Councilmember Jasmine McDowell**  
**Councilmember Jarom Tefteller**

## **MINUTES**

The City of Gilmer Council Meeting convened in regular session at 5:15 P.M. on Tuesday, January 27, 2026, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

### **The following Councilmembers were present:**

Mayor Tim Marshall  
Councilmember Jerry Webb  
Councilmember Brian Williams

Mayor Pro-Tem Pete Herrmann  
Councilmember Jarom Tefteller  
Councilmember Jasmine McDowell

### **The following Councilmembers were absent:**

Councilmember Michael Chevalier

### **The following staff were present:**

Mary Bullock, City Manager  
Garrett Williamson, Accounting Manager  
Jonathan Nix, Public Works Director

Mike Martin, City Attorney  
Deana Powell, City Secretary  
Lana Davidson, Police Chief

### **Other Attendees:**

Phillip Williams, Gilmer Mirror  
Dustin Varnado, GBA

Justin Donaho  
Stan Hayes, Hayes Engineering

## **I. Call to Order**

### **Invocation**

### **Pledge of Allegiance**

Mayor Tim Marshall called the meeting to order at 5:15 P.M. The invocation was led by Mayor Pro-Tem Pete Herrmann, and the Pledge of Allegiance was led by Councilmember Jerry Webb.

## **II. Public Comment**

No speakers

### III. Announcements

1. **Mayor's Announcements:** Mayor Tim Marshall updated council on the work by the Utility Department to keep the city operating during the winter storm.
2. **City Manager's Announcements:** City Manager Mary Bullock updated council about the questions she had been receiving regarding trash service since the winter storms arrival. She stated she had been keeping the community updated via Facebook and the city website.
3. **City Council Member's Announcements:** No updates from any council members at this time.

### IV. Consent Agenda

1. Consider approval of City Council Minutes from January 13, 2026.
2. Consider approval of Expense Report for January 2026.
3. Consider approval of Financials for December 2025.

Mayor Pro-Tem Pete Herrmann made a motion to approve all consent agenda items, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval. Motion passed unanimously.

### V. Items to Consider

1. **Consider, discuss, and take possible action approving the Quarterly City Investment Report for period ending December 31, 2025, and all matters related thereto (Enclosure).**

Updated by City Manager Mary Bullock that the park account is going down because it is being spent and by the next Investment update the city will be cashing in one of the CD's for the refurbishment of Water Tanks. The rest of the investments are performing well at this time.

Mayor Pro-Tem Pete Herrmann made a motion to approve the quarterly investment report for period ending December 31, 2025, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval. Motion passed unanimously.

2. **Consider, discuss, and take possible action on Resolution R26-002 approving the Investment Policy of the City in conformance with the Public Funds Investment Act of the State of Texas to be effective January 27, 2026, and all matters related thereto (Enclosure).**

Councilmember Jerry Webb made the motion to approve Resolution R26-002, with a second by Councilmember Jarom Tefteller, and a vote of 5/0 for approval. Motion passed unanimously.

3. **Consider, discuss, and take possible action to approve all Change Orders for the Yamboree Park Phase I, and all matters related thereto (Enclosure).**

Councilmember Jasmine McDowell entered the meeting at this point.

City Manager Mary Bullock spoke on this matter along with City Engineer Stan Hayes and Guest Justin Donaho. There were 5 requests on the change order for the Yamboree Park.

Council took this item into Executive Session to consult with the City Attorney per the Texas Government Code, Section 551.071.

After executive session Mayor Pro-Tem Pete Herrmann made the motion to approve section 1, 3, and 4 of the change order and no action taken on sections 2 and 5 at this time and seconded by Councilmember Jarom Tefteller, and a vote of 6/0 for approval for sections 1, 3, and 4. Motion carried unanimously.

4. **Consider, discuss, and take possible action to approve the Proposal by O&A Classic Coating for the roof replacement of the Mockingbird Water Storage Tank in the amount of \$228,000.00 due to emergency necessity, and all matters related thereto (Enclosure).**

City Engineer Stan Hayes updated on the status of the Mockingbird Water Storage Tank and the necessity of the repairs needed.

Mayor Pro-Tem Pete Herrmann made the motion to approve the proposal by O&A Classic Coating for the roof replacement for the Mockingbird Water Storage Tank in the amount of \$228,000.00 and seconded by Councilmember Jerry Webb, and a vote of 6/0 for approval. Motion carried unanimously.

5. **Consider, discuss, and take possible action to approve the Change Order as recommended by City Engineer Stan Hayes for additional repairs of the Ruby Street Water Tank in the amount of \$60,250.00, and all matters related thereto (Enclosure).**

City Engineer Stan Hayes updated on the status of the Ruby Street Water Storage Tank and the necessity of the additional repairs needed.

Mayor Pro-Tem Pete Herrmann made the motion to approve the change order as recommended by City Engineer Stan Hayes for additional repairs of the Ruby Street Water Tank in the amount of \$60,250.00 and seconded by Councilmember Jerry Webb, and a vote of 6/0 for approval. Motion carried unanimously.

6. **Consider, discuss, and take possible action approving and accepting the quote from C. Miller Drilling, Inc. for Water Well #4 Rehabilitation in the amount of \$17,619.75, and all matters related thereto (Enclosure).**

Public Works Director Jonathan Nix spoke on this matter and the plans regarding the rehabilitation process for well #4.

Mayor Tim Marshall made the motion to approve the quote from C. Miller Drilling, Inc. for water well #4 rehabilitation in the amount of \$17,619.75 and seconded by Councilmember Jasmine McDowell, and a vote of 6/0 for approval. Motion carried unanimously.

7. **Consider, discuss, and take possible action approving Gilmer Police Department Physical Fitness Incentive Program and the addition of earned Personal Holidays for employee participants, and all matters related thereto (Enclosure).**

Police Chief Lana Davidson presented the Gilmer Police Department Physical Fitness Incentive Program that she and Deputy Police Chief Andy Dube created and the idea of how it will work. They have already done a preliminary run through of the course they created at the gun range with most of the patrol officers. There will be variances to parts of the course for the non-officer employees that are not required for their position. This is a voluntary program with a benefit for participating in the program being additional Personal Holiday days good for the calendar year. The program will be run at the beginning of the year so the participants will have the full year to utilize the benefits they receive for participating.

Mayor Pro-Tem Pete Herrmann made a motion to approve the Gilmer Police Department Physical Fitness Incentive Program and the addition of earned Personal Holidays for employee participants, with a second by Councilmember Brian Williams, and a vote of 6/0 for approval. Motion passed unanimously.

8. **Consider, discuss, and take possible action to approve the appointments of the following Boards and Commissions (Enclosure):**
- a. **Seven (7) Airport Advisory Board members**
  - b. **Five (5) Board of Adjustments members**
  - c. **Five (5) Cemetery Board members**
  - d. **Six (6) Condemnation Board members**
  - e. **Seven (7) Planning & Zoning Commission members**

Mayor Tim Marshall made a motion to approve the recommended appointments for the five Airport Advisory Board members, five Cemetery Board members, six Condemnation Board members, and seven Planning & Zoning Commission members, with a second by Councilmember Jasmine McDowell, and a vote of 6/0 for approval. Motion passed unanimously.

9. **Consider, discuss, and take possible action to approve Ordinance 26-006 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, for the Abney Park Shade Canopy Carryover from FY 24/25 in the amount of \$149,519.45, and matters related thereto (Enclosure).**

Councilmember Jerry Webb made a motion to approve Ordinance 26-006 for the Budget Amendment for Abney Park Shade Canopy Carryover from FY 24/25 in the amount of \$149,519.45, with a second by Councilmember Jarom Tefteller, and a vote of 6/0 for approval. Motion passed unanimously.

10. **Consider, discuss, and take possible action to approve Ordinance 26-007 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, for the mower deck purchase in the amount of \$26,902.39, and matters related thereto (Enclosure).**

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 26-007 Budget Amendment for the mower deck purchase in the amount of \$26,902.39 with a second by Councilmember Jasmine McDowell, and a vote of 6/0 for approval. Motion passed unanimously.

11. **Consider, discuss, and take possible action to approve Ordinance 26-008 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, for the WWTP Catwalk Repair in the amount of \$51,303.15, and matters related thereto (Enclosure).**

Councilmember Jasmine McDowell made a motion to approve Ordinance 26-008 Budget Amendment for the WWTP Catwalk Repair in the amount of \$51,303.15 with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval. Motion passed unanimously.

12. **Consider, discuss, and take possible action to approve Ordinance 26-009 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, for the Water Tank Structural Repair and Resurfacing Project Carryover in the amount of \$706,375.00, and matters related thereto (Enclosure).**

Councilmember Jarom Tefteller made a motion to approve Ordinance 26-009 for the Water Tank Structural Repair and Resurfacing Project carryover in the amount of \$706,375.00 with a second by Councilmember Brian Williams, and a vote of 6/0 for approval. Motion passed unanimously.

13. **Consider, discuss, and take possible action to approve Ordinance 26-010 an Ordinance of the City of Gilmer, Texas adopting the Master Fee and Rate Schedule for all city services, and all matters related thereto (Enclosure).**

City Manager Mary Bullock presented the updated Master Fee and Rate Schedule for all city services. This schedule was pulled together from all fees listed throughout the varying Ordinances and placed in one Ordinance for easier updating over time. The fees in blue are fees that were already in place just moved over to the proposed schedule from the codification and the fees in red are updated fees or are new fees implemented, some per the State of Texas, for the new year.

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 26-010 adopting the Master Fee and Rate Schedule for all city services with a second by Councilmember Jarom Tefteller, and a vote of 6/0 for approval. Motion passed unanimously.

## **IX. Executive Session**

1. **Consider and take action to enter Executive Session under Article Number §551.071, Consultation with Attorney Regarding:**

- a. **From Section V. Item Number 3 - Change Orders for the Yamboree Park Phase I.**

Mayor Pro-Tem Pete Herrmann made a motion to close regular session and open into executive session per the Texas Government Code 551.071 to consult with attorney with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval. Motion passed unanimously.

Regular session closed at 7:05pm and opened into executive session at 7:10pm.

**X. Adjourn Executive Session**

Councilmember Jarom Tefteller made a motion to close executive session and reconvened into regular session with a second by Councilmember Brian Williams, and a vote of 6/0 for approval. Motion passed unanimously.

Executive session closed at 7:52pm and opened back into regular session at 7:53pm.

**XI. Reconvene Regular Session – (In accordance with Texas Government Code, Subchapter D).**

**1. Consider and take action to enter Executive Session under Article Number §551.071, Consultation with Attorney Regarding:**

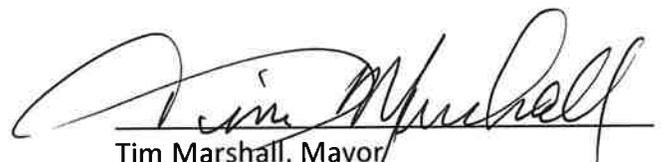
**a. From Section V. Item Number 3 - Change Orders for the Yamboree Park Phase I.**

Mayor Pro-Tem Pete Herrmann made the motion to approve section 1, 3, and 4 of the change order and no action taken on sections 2 and 5 at this time and seconded by Councilmember Jarom Tefteller, and a vote of 6/0 for approval for sections 1, 3, and 4. Motion carried unanimously.

**XII. Adjournment**

Mayor Pro-Tem Pete Herrmann made a motion to adjourn, with a second by Councilmember Jasmine McDowell, and a vote of 6/0 for approval. Motion passed unanimously.

Meeting adjourned at 7:54 P.M.

  
Tim Marshall, Mayor

ATTEST:

  
Deana Powell, City Secretary

