



Mayor Tim Marshall
Councilmember Jerry Webb
Councilmember Jarom Tefteller
Councilmember Carl Byers

Mayor Pro-Tem Pete Herrmann
Councilmember Jasmine McDowell
Councilmember Brian Williams

MINUTES

The City of Gilmer Council Meeting convened in regular session at 5:15 P.M. on Tuesday, July 14, 2026, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

The following Councilmembers were present:

Mayor Tim Marshall
Councilmember Jerry Webb
Councilmember Jasmine McDowell

Mayor Pro-Tem Pete Herrmann
Councilmember Brian Williams
Councilmember Carl Byers

The following Councilmembers were absent:

Councilmember Jarom Tefteller

The following staff were present:

Mary Bullock, City Manager
Deana Powell, City Secretary
Jessie Perkins, Dir of Comm Dev/Health Insp

Mike Martin, City Attorney
Jonathan Nix, Public Works Director
Garrett Williamson, Accountant

Other Attendees:

Phillip Williams, Gilmer Mirror
Michael Settler, Gilmer Resident
Austin Lightle
Alisha Thomas, Gilmer Resident
Jacob Thomas, Gilmer Resident
Justin Donaho

Kyle Stephens, Stephens Engineering
Stan Hayes, Hayes Engineering
Jeff Griebing, FBC Gilmer
David Thomas, Gilmer Resident
Brandon Dodd

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 Councilmember Jerry Webb, and the Pledge of Allegiance was led by Councilmember Carl Byers.

II. Public Comment

No speakers

III. Announcements

1. **Mayor's Announcements:** Acknowledgment was given in recognition for providing essentials during the firework/vendor event on July 3rd by Richard Smith for Lights and to JLBj for the Port O Potties.
2. **City Manager's Announcements:** There were 6 bids submitted for the RFP for IT Services and have narrowed it down to three companies that we have scheduled meetings with for next week then it will be brought to council for approval. The new permit software goes live tomorrow on the city's website for our building permits.
3. **City Council Member's Announcements:** Councilmember Jerry Webb voiced concerns on Montgomery at the Butler intersection that the shrubbery is getting tall and impeding the view.

IV. Consent Agenda

1. **Consider approval of City Council Minutes from June 04, 2026, Special Call and June 09, 2026, Regular Meetings**
2. **Consider approval of Code Enforcement Report for June 2026**
3. **Consider approval of Police Department Report for June 2026**
4. **Consider approval of Fire Department Report for June 2026**
5. **Consider approval of Expense Report for June 2026**
6. **Consider approval of Finance Report for June 2026**

Mayor Pro-Tem Pete Herrmann made a motion to approve all consent agenda items and seconded by Councilmember Jerry Webb with a vote of 6/0 for approval. Motion passed unanimously.

V. Items to Consider

1. **Consider, discuss, and take possible action to approve the Quarterly City Investment Report for period ending June 30, 2026 (Enclosure).**

City Manager Mary Bullock updated council on the changes to the investment report. Closed out the CD that was up for renewal to pay for the well repairs. There were some funds left over after paying for the repairs and we are looking into reinvesting those funds. The park project is coming to an end and so those funds are coming down.

Councilmember Jerry Webb made a motion to approve the Quarterly City Investment Report as presented and seconded by Councilmember Jasmine McDowell with a vote of 6/0 for approval. Motion passed unanimously.

2. **Consider, discuss, and take possible action regarding the presentation by subdivision developers for possible future annexation of property off State Highway 154 W into Gilmer City Limits, and all matters related thereto (Enclosure). (Possible Executive Session under TGC 551.071 and TGC 551.072).**

Kyle Stephenson of Stephenson Engineering discussed possible annexation of an 87-acre tract off State Hwy 154 W within the City's ETJ. The developer plans to sell about 5 acres to the LDS Church and divide the remainder into approximately 107 residential lots. The City could extend utilities to the front portion, which currently has no provider, but the rear portion is served by Pritchett Water and would be too costly for the City to service.

Item was taken into executive session.

3. **Consider, discuss, and take possible action to approve Resolution R26-012 Application Filing and Authorized Representative Resolution to the Texas Water Development Board, and all matters related thereto (Enclosure). (Possible Executive Session under TGC 551.071 and TGC 551.072).**

Item was taken into executive session.

4. **Consider, discuss, and take possible action to authorize the city to enter into a 99-year property lease with a landowner for approximately 1.08 acres for the purpose of constructing a new water well dependent upon TCEQ approval and Texas State Water Fund grant support, and all matters related thereto (Enclosure). (Possible Executive Session under TGC 551.071 and TGC 551.072).**

Item was taken into executive session.

5. **Consider, discuss, and take possible action to authorize Luana Howell, Upshur County Tax Assessor, as the designated officer of the city's taxing unit, and all matters related thereto.**

Mayor Pro-Tem Pete Herrmann made a motion to authorize Luana Howell, Upshur County Tax Assessor, as the designated officer of the city's taxing unit and seconded by Mayor Tim Marshall with a vote of 6/0 for approval. Motion passed unanimously.

6. **Consider, discuss, and take possible action regarding the results of the 2026 RFP – Employee Medical Insurance and all matters related thereto (Enclosure).**

City Manager Mary Bullock reported that the City received two medical insurance proposals: one from the current provider and one from Higginbotham. Higginbotham submitted the lower bid, allowing for a direct care model in addition to insurance coverage. The proposed policy has higher deductibles but includes an HSA option for employees. The recommendation is to not renew with TXHB and approve Higginbotham's bid.

Mayor Tim Marshall made a motion to not renew the medical insurance with TXHB for the 2026/2027 fiscal year and to accept the bid with Higginbotham and seconded by Councilmember Jerry Webb with a vote of 6/0 for approval. Motion passed unanimously.

7. **Consider, discuss, and take possible action on approving street closures for First Baptist Church VBS for Monday, July 27th to Wednesday July 29th, 2026, from 5:30pm to 8:30pm and all matters related thereto (Enclosure).**

- a. **W Cass Street between N Trinity St and Davis St
Leaving N Trinity and Davis St open for traffic to divert.**

Mayor Pro-Tem Pete Herrmann made a motion to approve the street closure of W Cass St between N Trinity St and Davis St leaving N Trinity and Davis St open for Traffic to divert for the First Baptist Church VBS from Monday, July 27th to Wednesday, July 29th, 2026 from 5:30-8:30pm and seconded by Councilmember Jasmine McDowell with a vote of 6/0 for approval. Motion passed unanimously.

8. **Consider, discuss and take possible action to approve Ordinance 26-024 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 beacon tower painting at the airport in the amount of \$16,690.00 that will be reimbursed by the RAMP Grant, and all matters related thereto (Enclosure).**

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 26-024 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 beacon tower painting at the airport in the amount of \$16,690.00 that will be reimbursed by the RAMP Grant and seconded by Councilmember Jerry Webb with a vote of 6/0 for approval. Motion passed unanimously.

9. **Consider, discuss, and take possible action to approve Ordinance 26-025 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, to replace the pump on the sewer machine in the amount of \$11,095.00, and all matters related thereto (Enclosure).**

Council Member Jasmine McDowell made a motion to approve Ordinance 26-025 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2025, and ending September 30, 2026, to replace the pump on the sewer machine in the amount of \$11,095.00 and seconded by Councilmember Jerry Webb with a vote of 6/0 for approval. Motion passed unanimously.

10. **Consider, discuss, and take possible action to approve Ordinance 26-026 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 LED Taxiway Lighting at the airport in the amount of \$25,859.00 that will be reimbursed by the RAMP Grant, and all matters related thereto (Enclosure).**

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 26-026 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 LED Taxiway Lighting at the airport in the amount of \$25,859.00 that will be reimbursed by the RAMP Grant and seconded by Mayor Tim Marshall with a vote of 6/0 for approval. Motion passed unanimously.

11. **Consider, discuss, and take possible action to approve Ordinance 26-027 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 parts cost for the Wastewater Treatment Plant (WWTP) clarifier #2 repair, Ovivo quote #QSSW111077 in the amount of \$18,164.07, and all matters related thereto (Enclosure).**

Mayor Tim Marshall made a motion to approve Ordinance 26-027 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 parts cost for the Wastewater Treatment Plant (WWTP) clarifier #2 repair, Ovivo quote #QSSW111077 in the amount of \$18,164.07 and seconded by Councilmember Jasmine McDowell with a vote of 6/0 for approval. Motion passed unanimously.

12. **Consider, discuss, and take possible action to approve Ordinance 26-028 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 two lift pumps and install at Duoline lift station, Zone Industries order #10057506 in the amount of \$31,230.30, and all matters related thereto (Enclosure).**

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 26-028 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 two lift pumps and install at Duoline lift station, Zone Industries order #10057506 in the amount of \$31,320.30 and seconded by Councilmember Carl Byers with a vote of 6/0 for approval. Motion passed unanimously.

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

Councilmember Brian Williams made a motion to approve the change orders in the amount of \$21,535.65 and seconded by Councilmember Jasmine McDowell with a vote of 6/0 for approval. Motion passed unanimously.

14. **Consider, discuss, and take possible action regarding the Yamboree Park (City Park Phase I) asphalt work, including recommendations of additional work and contractor payments and all matters related thereto (Enclosure). (Possible Executive Session under TGC 551.071).**

Item was taken into executive session.

- IX. **Executive Session** – Councilmember Brian Williams made the motion to close the regular session at 5:42pm and to open into executive session seconded by Councilmember Jasmine McDowell with a vote of 6/0 in favor. Motion carried unanimously. Executive session opened at 5:44pm.

1. **Consider and discuss the presentation by subdivision developers for possible future annexation of property off State Highway 154 W into Gilmer City Limits, and all matters related thereto (Enclosure). (Executive Session under TGC 551.071 and TGC 551.072).**
2. **Consider and discuss the Yamboree Park (City Park Phase I) asphalt work, including recommendations of additional work and contractor payments and all matters related thereto (Enclosure). (Executive Session under TGC 551.071).**

3. **Consider, discuss, and take possible action to approve Resolution R26-012 Application Filing and Authorized Representative Resolution to the Texas Water Development Board, and all matters related thereto (Enclosure). (Executive Session under TGC 551.071 and TGC 551.072).**
4. **Consider and discuss authorizing the city to enter into a 99-year property lease with a landowner for approximately 1.08 acres for the purpose of constructing a new water well dependent upon TCEQ approval and Texas State Water Fund grant support, and all matters related thereto (Enclosure). (Executive Session under TGC 551.071 and TGC 551.072).**
5. **Consider and discuss financial matters with city attorney. (Executive Session under TGC 551.071)**

X. Adjourn Executive Session – Mayor Pro-Tem Pete Herrman made the motion to close executive session at 7:01pm and reenter into regular session and was seconded by Councilmember Brian Williams with a vote of 6/0 in favor. Motion carried unanimously. Regular session reconvened at 7:01pm.

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

1. **Consider, discuss, and possible action regarding the presentation by subdivision developers for possible future annexation of property off State Highway 154 W into Gilmer City Limits, and all matters related thereto (Enclosure).**

No motion made at this meeting.

2. **Consider, discuss, and possible action regarding the Yamboree Park (City Park Phase I) asphalt work, including recommendations of additional work and contractor payments and all matters related thereto (Enclosure).**

Councilmember Carl Byers made a motion to accept the change order for the Yamboree Park (City Park Phase I) asphalt work at the agreed negotiated reduced rate of 40% credit off the project bid amount and seconded by Councilmember Brian Williams with a vote of 6/0 for approval. Motion passed unanimously.

3. **Consider, discuss, and take possible action to approve Resolution R26-012 Application Filing and Authorized Representative Resolution to the Texas Water Development Board, and all matters related thereto (Enclosure). (Possible Executive Session under TGC 551.071 and TGC 551.072).**

Mayor Tim Marshall made a motion to approve Resolution R26-012 Application Filing and Authorized Representative to be City Manager Mary Bullock to the Texas Water Development Board and seconded by Councilmember Brian Williams with a vote of 6/0 for approval. Motion passed unanimously.

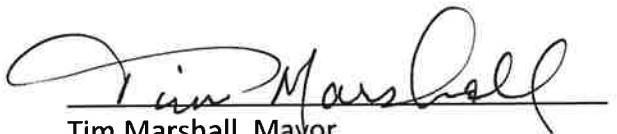
4. **Consider, discuss, and take possible action to authorize the city to enter into a 99-year property lease with a landowner for approximately 1.08 acres for the purpose of constructing a new water well dependent upon TCEQ approval and Texas State Water Fund grant support, and all matters related thereto (Enclosure).**

Councilmember Jerry Webb made a motion to authorize the city to enter into a 99-year property lease with a landowner for approximately 1.80 acres for the purpose of constructing a new water well dependent upon TCEQ approval and Texas State Water Fund grant support and seconded by Councilmember Brian Williams with a vote of 6/0 for approval. Motion passed unanimously.

XII. Adjournment

Councilmember Jerry Webb made a motion to adjourn and seconded by Councilmember Brian Williams with a vote of 6/0 for approval. Motion passed unanimously.

Meeting adjourned at 7:06 P.M.


Tim Marshall, Mayor

ATTEST:


Deana Powell, City Secretary

