

Notice of Regular Meeting of the Wilmer City Council

Wilmer Community Center
101 Davidson Plaza
Wilmer, Texas 75172

Thursday, June 4, 2026, at 7:00 pm



CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATION:

Items listed under presentation are special public recognition, staff recognition, and reports.

1. Recognition of the Wilmer Fire Department.
2. Presentation of second quarter financials as of March 31, 2026.
3. Presentation of the second quarter investment reports as described below.

COMMUNITY ANNOUNCEMENTS:

CITIZENS' COMMENTS:

At this time citizens who have pre-registered before the call to order will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed three (3) minutes. No Council action or discussion may take place on a matter until such matter has been placed on an agenda and posted in accordance with law. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing portion of the item.

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Council Member may request one or more items to be removed from the consent agenda for separate discussion and action.

4. Consider approval of the minutes from the:
 - April 2, 2026, City Council Regular Meeting
 - April 16, 2026, City Council Regular Meeting
 - May 7, 2026, City Council Regular Meeting
 - May 12, 2026, City Council Special Meeting

PUBLIC HEARING/ACTION:

The City Council reserves the right to meet in Executive Session, closed to the public, at any time during the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act, Texas Government Code, Chapter 551.071 (private consultation

with the city attorney).

5. Consider Resolution R2026-0604A, to award Forvis Mazars, LLP the contract to provide professional auditing services for the City of Wilmer for fiscal year 2026, with annual renewal options for fiscal years 2027, 2028, 2029, and 2030, and authorizing the City Administrator to sign the contract.
6. Discuss and consider Resolution R2026-0604B, authorizing the submission of an application to Dallas County for funding under the Fiscal Year 2026 United States Department of Housing and Urban Community Development (HUD), Community Development Block Grant (CDBG) Program for 2nd Street waterline improvements.
7. Discuss and consider election of a Mayor Pro Tempore.
8. Discuss and consider The Carl Sherman consulting agreement.
9. Discuss and consider City vehicle usage policies
10. Discuss and consider City-issued credit card policies and financial controls
11. Discuss and consider appointing a qualified individual to fill the vacancy of Linda Diane Nelon.
12. Discuss and consider Swearing in and oath of new Councilmember.
13. Request for Immediate Pause on Police Station and Public Works Construction Project

EXECUTIVE SESSION:

In accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council will now recess into Executive Session (closed meeting) to discuss the following:

1. Pursuant to Section §551.074(a)(1) of the Texas Government Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Secretary.

RECONVENE INTO REGULAR SESSION:

The City Council will reconvene into Regular Session, pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, Texas Government Code, to take any action necessary regarding:

1. Pursuant to Section §551.074(a)(1) of the Texas Government Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Secretary.

ADJOURNMENT

CERTIFICATE

This is to certify that I, Kristin Downs, posted this agenda notice by 1:00 p.m. on May 29, 2026, on the bulletin board of the City of Wilmer located at 128 N. Dallas Avenue, Wilmer, Texas 75172.

Kristin Downs,
City Secretary

EXECUTIVE SESSION: The City Council reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

El Concejo Municipal se reservan el derecho de reunirse en sesión ejecutiva sobre cualquier tema en la agenda publicada de acuerdo con la Sección 551.071(2) del Código de Gobierno de Texas para recibir asesoramiento legal sobre dicho tema.

ACCESSIBILITY STATEMENT: Meetings of the City Council are held in municipal facilities are wheelchair accessible. For sign interpretive services, call the City Secretary's Office, 972-441-6373, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Las reuniones de los El Concejo Municipal se celebran en instalaciones municipales accesibles para sillas de ruedas. Para servicios de interpretación por señas, llame a la oficina de la secretaria de la Ciudad, al 972-441-6373, o al TDD 1-800-735-2989, al menos 72 horas antes de la reunión. Se harán ajustes razonables para asistir a sus necesidades.

NOTICE OF POSSIBLE QUORUM: There may be a quorum of the Board of Adjustment, the Community Development Corporation, the Economic Development Corporation, the Library Advisory Board, the Parks Advisory Board and/or the Planning and Zoning Commission members who may be present at the meeting, but they will not deliberate on any city or board business.

Puede haber un quórum de los miembros de la Junta de Ajustes, la Corporación de Desarrollo Comunitario, la Corporación de Desarrollo Económico, la Junta Asesora de la Biblioteca, la Junta Asesora de Parques y/o la Comisión de Planificación y Zonificación que puedan estar presentes en la reunión, pero no deliberarán sobre ningún asunto de la ciudad o de la junta.

HANDGUN PROHIBITION: Pursuant to Section 46.03, Penal Code (Places Weapons Prohibited), a person may not carry a firearm or other weapon on this property.

For the purpose of this notice "property" shall mean the Community Center or any other room where a meeting subject to an open meeting under Government Code Chapter 551 is held (City Council and all Boards and Commissions).

**This does not apply to licensed carriers.*

De acuerdo con la Sección 46.03, Código Penal (Lugares Prohibidos para Armas), una persona no puede portar un arma de fuego u otra arma en esta propiedad.

Para los fines de este aviso, "propiedad" se entenderá como el Centro Comunitario o cualquier otra sala donde se celebre una reunión sujeta a una reunión abierta bajo el Capítulo 551 del Código de Gobierno (Concejo Municipal y todas las Juntas y Comisiones).

**Esto no se aplica a los transportistas autorizados.*

CITY OF WILMER

City Council Regular Meeting

ITEM 1.

Meeting Date: 06/04/2026

Submitted by: Haley Alsabrook Taylor, Assistant to the City Administrator

Agenda Caption:

Recognition of the Wilmer Fire Department.

Background:

CITY OF WILMER

City Council Regular Meeting

ITEM 2.

Meeting Date: 06/04/2026

Submitted by: Patricia Albrecht, Consulting Finance Director

Agenda Caption:

Presentation of second quarter financials as of March 31, 2026.

Background:

The broad purpose of the City's financial statements is to enable the City to achieve and maintain a stable and positive financial position and to provide guidelines for the day-to-day planning and operations of the City's financial affairs. The following information is representative of fiscal year 2025-2026 and the second quarter of fiscal year 2026.

Operational Considerations:

Financials are prepared by the Finance Department for presentation. The second quarter of the fiscal year has been closed in the City's books.

Legal:

Financials are being provided in accordance with Section 1.04.034 of the City of Wilmer Code of Ordinances.

Public Information Considerations:

This item is being considered at the June 4, 2026 meeting, noticed in accordance with the Texas Open Meetings Act.

Fiscal Impact:

n/a

Options/Alternatives:

The financials are for presentation and discussion. No action is necessary.

Recommendation:

The financials are for presentation and discussion. No action is necessary.

Attachments

Attachment

PowerPoint

CITY OF WILMER

City Council Regular Meeting

ITEM 3.

Meeting Date: 06/04/2026

Submitted by: Patricia Albrecht, Consulting Finance Director

Agenda Caption:

Presentation of the second quarter investment reports as described below.

Background:

Staff will provide a quarterly investment report for the period of January 1, 2026 through March 31, 2026, in accordance with the Public Funds Investment Act (PFIA), Texas Government Code, Section 2256.005(n).

Operational Considerations:

Quarterly investment reports provide transparency regarding the City's investment portfolio.

Legal:

The investment reports are in accordance with the Public Funds Investment Act (PFIA), Texas Government Code, Section 2256.005(n).

Public Information Considerations:

This item is being considered at a meeting of the City Council in accordance with the Texas Open Meetings Act.

Fiscal Impact:

n/a

Options/Alternatives:

The investment reports are provided for the public's information.

Recommendation:

The investment reports are provided for the public's information.

Attachments

Attachment

PowerPoint

CITY OF WILMER

City Council Regular Meeting

ITEM 4.

Meeting Date: 06/04/2026

Submitted by: Kristin Downs, City Secretary

Agenda Caption:

Consider approval of the minutes from the:

- April 2, 2026, City Council Regular Meeting
- April 16, 2026, City Council Regular Meeting
- May 7, 2026, City Council Regular Meeting
- May 12, 2026, City Council Special Meeting

Background:

Options/Alternatives:

1. City Council may approve....
2. City Council may deny....

Attachments

2026-04-04 - City Council Regular Meeting
2026-04-16 - City Council Regular Meeting
2026-05-07 - City Council Regular Meeting
2026-05-12 - City Council Special Meeting

CITY OF WILMER

City Council Regular Meeting

ITEM 5.

Meeting Date: 06/04/2026

Submitted by: Patricia Albrecht, Consulting Finance Director

Agenda Caption:

Consider Resolution R2026-0604A, to award Forvis Mazars, LLP the contract to provide professional auditing services for the City of Wilmer for fiscal year 2026, with annual renewal options for fiscal years 2027, 2028, 2029, and 2030, and authorizing the City Administrator to sign the contract.

Background:

The City of Wilmer solicited proposals from certified public accountants (CPAs) to audit the City's financial statements for the fiscal years ending September 30, 2026, 2027, 2028, 2029, and 2030. The request for proposals resulted in two bids. One bid was submitted by the City's current auditors, Fox, Byrd and Company, who have provided auditing services to the City for the past seven years. The second bid was submitted by Forvis Mazars, LLP.

Firms were evaluated based on the following criteria:

Mandatory Criteria:

- Must be properly licensed to practice in the State of Texas
- Must meet standards of independence under Government Auditing Standards
- Must have a record of performing high-quality audits per peer review data
- Must accept the terms of the City's Request for Proposals (RFP)

Other Criteria:

- Technical experience in auditing governmental entities
- Adequate and competent audit staff
- Comprehensive audit work plan
- History of auditing the City of Wilmer and/or other cities of similar size

Staff evaluated the qualifications of each firm and each firm's ability to meet the criteria listed above. Proposed costs for the municipal government audit services are detailed in the attached proposal.

The lowest bid, in the amount of \$40,000, was received from the City's current auditors, Fox, Byrd and Company; however, they have audited the City's financial statements for the past seven years, and their most recent billing totaled \$55,000. The Government Finance Officers Association recommends rotating auditing services every five years as a matter of best practice.

Staff recommends awarding the auditing services contract to Forvis Mazars, LLP, whose proposal amount is \$60,000 and includes any required single audits, staff training, and access to a staff of more than 600 CPAs to assist the City. The contract may be renewed annually thereafter by the City, as stated in the attached proposal.

Operational Considerations:

Approving this resolution will allow staff to budget the audit costs in the FY27 Budget in accordance with the contract.

Legal:

The resolution has been reviewed by the City's legal counsel.

Public Information Considerations:

This item is being considered at the June 4, 2026 meeting, noticed in accordance with the Texas Open Meetings Act.

Fiscal Impact:

No fiscal impact to the current fiscal year.

Options/Alternatives:

1. City Council may approve....
2. City Council may deny....

Recommendation:

Finance Department Staff recommend that Council award the bid for municipal government audit services, and engage Forvis Mazars,LLP to provide these services to the City, for the fiscal years ending September 30, 2026. For the fiscal years ending September 30, 2027, 2028, 2029 and 2030, Council has the option to allow this firm to audit the City's financials, based upon satisfactory performance. The optional subsequent year audits will be brought back to Council after the completion of the 2026 audit. Motion: I move to approve/deny award of bid for municipal government audit services to engage Forvis Mazars, LLP as presented and authorize the City Administrator to sign the contract with said firm.

Attachments

Scoring Sheet

Reso R2026-0604A

Exhibit A

CITY OF WILMER

City Council Regular Meeting

ITEM 6.

Meeting Date: 06/04/2026

Submitted by: Haley Alsabrook Taylor, Assistant to the City Administrator

Agenda Caption:

Discuss and consider Resolution R2026-0604B, authorizing the submission of an application to Dallas County for funding under the Fiscal Year 2026 United States Department of Housing and Urban Community Development (HUD), Community Development Block Grant (CDBG) Program for 2nd Street waterline improvements.

Background:

Every other year, Dallas County provides cities with CDBG funding. The City of Wilmer is eligible to receive three hundred forty-nine thousand dollars (\$349,000.00) in CDBG funds for fiscal year 2026. CDBG funds may be used on projects that meet one of three national objectives: 1) Eliminate blight; 2) Eliminate a community-threatening condition; or 3) Primarily benefit low/moderate-income residents.

About 65% of Dallas County funding is allocated to its participating cities using a formula that takes into account a city's population and the percentage of it that is low and moderate-income. The primary objective of the program is to develop sustainable urban communities that meet the public service and housing needs of low and moderate-income households. Federal rules allow each community to tailor its program to address specific local needs.

A Council approved resolution is required and due no later than June 12, 2026. This item is being considered at a Regular Meeting of the City Council in order to comply with the established application process deadline for CDBG funding applicants to have an approved and executed resolution by the set due date.

CDBG funds from the past two programs were used to upgrade old, undersized waterlines on Adam Street and 3rd Street, both in an older neighborhood with very little investment in infrastructure except for repairs. Both existing water lines were 2" steel pipes that caused low pressure issues for the residents living in the areas. Both lines were up-sized to 8" pvc pipes. The improvements increased pressure in the lines, upgraded the pipe materials to current drinking water standards, and eliminated the maintenance repairs experienced with the older pipes.

Operational Considerations:

Funding requested for the fiscal year 2026 program is for a similar need in most all aspects to the Adams Street and 3rd Street projects. The water line serving 2nd Street between Dallas Avenue and College Street is also an old, undersized 2" steel pipe that causes low pressure issues for the residents living in the area. A new 6" pvc pipe will increase line pressure, upgrade the pipe materials to current drinking water standards, and eliminate the maintenance repairs experienced with the older pipe.

Legal:

The resolution and agreement has been reviewed and approved as to form by the City Attorney.

Public Information Considerations:

This item is being considered at a meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

Fiscal Impact:

The City of Wilmer has a fiscal year 2026 allocation amount of three hundred forty-nine thousand dollars (\$349,000.00). The amount is estimated to fund the engineering design and construction of the improvements for the entire project.

There is no financial impact to the City.

Options/Alternatives:

1. City Council may approve the resolution, as presented.
2. City Council may deny the resolution.

Recommendation:

Staff recommends approval, as presented.

Attachments

Resolution

FY2026 CDBG Grant Application

Project Location Map

CITY OF WILMER

City Council Regular Meeting

ITEM 7.

Meeting Date: 06/04/2026

Submitted by: Kristin Downs, City Secretary

Agenda Caption:

Discuss and consider election of a Mayor Pro Tempore.

Background:

The mayor pro tempore is a member of the council who performs the mayor's duties during the mayor's incapacity or absence. The mayor pro tem is selected by majority vote of the council from among its own membership. The mayor pro tem's term is one year. The mayor pro tem retains the right to vote on all matters before the council while performing the duties of the mayor (Local Government Code Sections 22.037 and 23.027).

Operational Considerations:

Pursuant to Article 1.4 of the City Council Policies and Procedures, Section (a)(2), provides for the "election of a Mayor Pro Tem at the first regular meeting following the general election. The Mayor Pro Tem shall perform all duties of the Mayor in her absence."

Public Information Considerations:

This item is being considered at a meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. Appointment of Mayor Pro Tempore.

Attachments

Council Policies

CITY OF WILMER

City Council Regular Meeting

ITEM 8.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Discuss and consider The Carl Sherman consulting agreement.

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 12, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment

CITY OF WILMER

City Council Regular Meeting

ITEM 9.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Discuss and consider City vehicle usage policies

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 12, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment

CITY OF WILMER

City Council Regular Meeting

ITEM 10.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Discuss and consider City-issued credit card policies and financial controls

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 12, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment

CITY OF WILMER

City Council Regular Meeting

ITEM 11.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Discuss and consider appointing a qualified individual to fill the vacancy of Linda Diane Nelon.

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 12, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment

CITY OF WILMER

City Council Regular Meeting

ITEM 12.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Dicuss and consider Swearing in and oath of new Councilmember.

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 12, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment

CITY OF WILMER

City Council Regular Meeting

ITEM 13.

Meeting Date: 06/04/2026

Submitted by:

Agenda Caption:

Request for Immediate Pause on Police Station and Public Works Construction Project

Background:

The City Secretary's Office received the agenda request(s) from Councilmember Garcia on May 17, 2026. The item(s) are presented for Council discussion and direction.

Attachments

Attachment
