

AGENDA
Bullard City Council
Regular Meeting
Tuesday, February 12, 2019 6:00 p.m.
Bullard City Hall, Council Chambers, 114 S. Phillips, Bullard, TX

Pam Frederick, Mayor
Shirley Coe, Mayor Pro Tem
Mark Anderson, Councilmember Ralph Britt, Councilmember
David Rhodes, Councilmember Bryan Willis, Councilmember
Jay Abercrombie, City Manager

Meeting Order:
Call to Order; Roll Call; Invocation; Pledge to Flag

Citizen Participation: Any citizen wishing to address the Council may do so after rising, giving name and address. The Council may not address any issues not listed on the agenda, however it may receive information.

ITEM 1: Discuss and act on adoption of an Ordinance granting a 30 year Franchise Agreement to Centerpoint Energy Resources Corp., DBA CenterPoint Energy Texas Gas Operations. Mayor Frederick

ITEM 2: Discuss and act upon approval of Audit for year ended September 30, 2018, completed by Murrey, Paschall & Caperton, P.C. Mayor Frederick

ITEM 3: Discuss and act on payment of Invoice from Murrey, Paschall & Frederick Mayor
Caperton, P.C. in the amount of \$19,750 for preparation of Audit for year ended September 30, 2018, and invoice in the amount of \$4,950 for BEDCO Audit for year ended September 30, 2018 (amounts in contract approved October 4, 2018).

ITEM 4: Discuss and act upon changing the date for the Regular March City Council Meeting to Tuesday, March 5, 2019, due to conflict with School Spring Break. Mayor Frederick

ITEM 5: Conduct Public Hearing, discuss and act on petition requesting Annexation by area landowner, Jason Campbell Custom Homes, 5 LP, for annexation of 40.655 acres in the Vinson Moore League, Abstract 15, Smith County, Texas, adjacent to and north of FM 344 E., Bullard, Texas, and to include annexation of a portion of adjacent FM 344 E. right of way containing 3.960 acres as requested by the City; acknowledgement of receiving and declining Development Agreement; and adopt a Resolution setting Public Hearing dates. Mayor Frederick

- ITEM 6:** Discuss and act on purchase of advertisement in Livability Tyler Magazine. Mayor Frederick
- ITEM 7:** Discuss and act upon reappointments or appointments for 2-year terms to the Bullard Economic Development Corporation (BEDCO) for Board Members whose terms expired December 2018, Austin Bell, Ro Lewinski and Thad Crenshaw. Mayor Frederick
- ITEM 8:** Presentation and discussion of the City’s new comprehensive 2018-2019 Budget Document now available on the City of Bullard Website. Mayor Frederick
- ITEM 9:** Presentation and discussion of the City’s launch of MyCivic App – My Bullard Mayor Frederick
- ITEM 10:** Discuss and act upon adoption of a Resolution supporting the goals and ideals for the 2020 Census and participate in disseminating census information to achieve an accurate and complete count and establish a Complete Count Committee. Mayor Frederick
- ITEM 11:** Discuss and act upon Ordering and giving Notice of City of Bullard General Election for May 4, 2019, for the purpose of electing the Mayor and Two City Council Members and setting the dates for extended early voting for April 29 and April 30, 2019, from 7:00 a.m. to 7:00 p.m. Mayor Frederick
- ITEM 12:** Discuss and act upon entering into a Joint Election Agreement with Bullard Independent School District for the General Election to be held May 4, 2019. Mayor Frederick
- ITEM 13:** Discuss and act upon entering into an Interlocal Agreement with Smith County to conduct the City Council General Election May 4, 2019. Mayor Frederick
- ITEM 14:** Discuss and act upon entering into a Legal Services Contract with Attorney Robert S. Davis. Mayor Frederick
- ITEM 15:** Discuss and act upon approving staff reports: Mayor Frederick
- a. Building Permits/Code Violations/Warrant Processing Report; building related permits and inspections, solicitors and temporary use permits; growth in various subdivisions; new builders; Code violations; and processing of warrants – **Danny Ray**
 - b. City Manager Report – Conducted weekly team leadership meetings; proposed Nursing Home Grant project continues and possibility of breaking ground March 1; Cartegraph plans continuing for new core system for GIS, workflow and asset management and looking at proceeding with a trial period; Bullard Kids Park work by Rotary Club on Phase 2 with 90% of concrete walking path complete; attended Chamber Annual Award Banquet; meetings with developers, builders and contractors regarding various projects and continuing to address silt fencing and erosion problems; continued conversations with The Retail Coach on Phase 2 and have some traction on three different possibilities for new businesses; attended the ETCMA Annual Dinner and election of officers and will serve on the TCMA Board of Directors for our region over the next 2 years; and presented the “Sell Your City” event in Tyler with an estimated 300 people in attendance including realtors from all over the Tyler and East Texas area - **Jay Abercrombie**
 - c. City Engineer Report – current and future water and sewer needs - **Brian Capps**

- d. City Secretary Report – Attended 2020 Census “Complete Count Committee”; met with property owner regarding anticipated voluntary annexation and zoning of tract, and processed petition for Council consideration; received candidate applications for City Council Election May 4, 2019; prepared order and notice of May 4, 2019, election and prepared joint election agreement with BISD and agreement with Smith County to conduct joint agreement; continue processing paperwork associated with the Bluebonnet Point Wellness nursing home project; and processing requests, giving notice, attendance and recording of City Council Meetings, P&Z Meeting and BEDCO Meeting; and preparation of legal documents – **Doris Crockett**
- e. Finance Report – review of expenditures, receipts and balances since last report, including Budget summaries – **Sonja Richey**
- f. Human Resources Department Report –processed 2 bi-weekly payrolls; responded to salary survey and one open records request; distributed 2018 W-2s; confirmed employment on various employees; maintained shared office calendar; and related duties associated with employees and employment - **Jennifer MacWhirter**
- g. Municipal Court Report – Statistics for warrants issued, court activity and fines and fees collected – **Diana Folmar**
- h. Police Department Report - Calls for Service or Case Investigations, Traffic, Arrest, Warrants, Cases Filed and general Police activity – **Gary Don Lewis**
- i. Public Relations/Communications Department Report – usage statistics of City’s website, Facebook, Police Facebook, Instagram, Twitter, and Civic Ready, park reservations; completion of Budget Document submitted for award and posted to website; new “Sell Your City” video; modifying TML “Our Home, Our Decisions” video to fit our town; City of Kindness guidelines and branding; and MyCivic App – My Bullard – **Letti Goodrich**
- j. Utilities Director – Monthly Work Report for Water Department, Wastewater Department, Street Department and Parks Department; routine daily checks for water and wastewater; water line leaks; patching pot holes and clearing and cleaning rights-of-way; routine daily cleaning and inspection of equipment at Parks; and replacement of pump and motor at Well #4 – **David Hortman**

ITEM 16: Discuss and act upon approving minutes of: Mayor Frederick

January 8, 2019 Regular Meeting

ITEM 17: Convene in Executive Session in accordance with Texas Government Code, Open Meetings Act under Section 551.074 (a)(1) regarding Personnel Matters to consider annual review, evaluation and compensation package of the City Manager. Council reserves its right to include a non member of the Council in the Executive Session whose interests are not adverse to the interests of the City Council and the person’s presence is necessary to the anticipated deliberation. Mayor Frederick

ITEM 18: Return To Open Session: Consider and act upon matters discussed Under **ITEM 17**, Executive Session, as necessary. Mayor Frederick

ITEM 19: Discuss and act upon adjournment. Mayor Frederick

All items on the agenda are for discussion and/or action. The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections

551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.087 (Economic Development).

PURSUANT TO TEXAS GOVERNMENT CODE SEC. 551.127, MAYOR PAM FREDERICK, COUNCIL MEMBERS SHIRLEY COE, MARK ANDERSON, RALPH BRITT, DAVID RHODES AND/OR BRYAN WILLIS MAY ATTEND THE MEETING BY TELECONFERENCE.

Persons with disabilities who plan to attend this meeting and who may need assistance or interpretation should contact the office of the City Secretary at **903.894.7223**, two (2) days prior to the meeting so that appropriate arrangements can be made.

Las personas con incapacidades que planean asistir esta reunión y que puede necesitar ayuda debe contactar la oficina del Secretario de la Ciudad en 903.894.7223, dos (2) días antes de la reunión para que apropios arreglos pueden ser hechos.

This is to certify that this agenda was posted on the glass door of the Bullard City Hall, 114 South Phillips, Bullard, Texas, facing the inside and outside, a place convenient and readily accessible to the general public at all times and said agenda was posted on the following date and time: **February 8, 2019**, at _____ and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Bullard City Official

Sworn and Subscribed to before me this 8th day of February, 2019.

Notary, in and for the State of Texas