

**AGENDA  
Bullard City Council  
Regular Meeting**

**Tuesday, August 11, 2020 6:00 p.m.**

**Bullard City Hall, Council Chambers, 114 S. Phillips, Bullard, TX**

**Due to the current Coronavirus COVID - 19 public health emergency, the City of Bullard is taking extraordinary steps to protect the public health, safety and welfare. A teleconference meeting of the Bullard City Council is being conducted. Please refer to the City's website [www.bullardtexas.net](http://www.bullardtexas.net) for instructions to join meeting.**

**Pam Frederick, Mayor  
Bryan Willis, Mayor Pro Tem  
Mark Anderson, Councilmember Shirley Coe, Councilmember  
Lane McDaniel, Councilmember Terry Mebane, Councilmember  
City Manager David Hortman**

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

**PUBLIC COMMENTS REGARDING AGENDA ITEMS:** Any citizen wishing to address the Council regarding an item on the agenda may do so after filling out a speaker card at the registration table and handing the card to the City Secretary so that the citizen may be recognized by the Mayor when that item is considered.

**ITEM 1: Citizen Participation:** Any citizen wishing to address the Council regarding an issue not on the Agenda 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. Mayor Frederick

**ITEM 2: EMPLOYEE:**

**Introduction of new Street Department employee Stephen Garrett**

- ITEM 3:** Conduct **Public Hearing**, discuss and act upon a request to change zoning from “R-1A” Single Family Residential District to “C-2” General Commercial District, Lots 1 and 2, Block 4, City of Bullard Subdivision and Lots 1 and 2, Block 8, Green Valley Subdivision, on East Main Street (Southwest corner of East Main Street and Loveless Street), Smith County, Texas – applicant Bullard Church of Christ. Mayor Frederick
- ITEM 4:** Discuss and act upon entering into an agreement with Specialized Public Finance, Inc. to serve as City’s financial advisor related to issue of Tax Note Series 2020. Mayor Frederick
- ITEM 5:** Discuss and act upon proposal to consider a tax increase and set one public hearing date for August 25, 2020. Mayor Frederick
- ITEM 6:** Discuss and act upon setting date of August 25, 2020, for Public Hearing on the proposed 2020-2021 Budget. Mayor Frederick
- ITEM 7:** Discuss and act on authorizing the design and bid documents for the water and sewer utility relocations for the FM 2493 (TxDOT) widening project as well as the subsequent advertising for bids. Mayor Frederick
- ITEM 8:** Discuss and act on acceptance of infrastructure improvements for Three Doves Subdivision, Phase 2, as recommended by City Engineer Capps that improvements were completed in accordance with City standards. Mayor Frederick
- ITEM 9:** Discuss and act on Smith County 9-1-1 Communications District Proposed Budget for FY 2020-2021. Mayor Frederick
- ITEM 10:** Discuss and act on Cherokee County Appraisal District Audit for 2019. Mayor Frederick
- ITEM 11:** Discuss and act upon approving staff reports: Mayor Frederick
- a. Building Permits/Code Violations Report; 506 Third Street is nearing completion; building related permits and inspections, solicitors and temporary use permits; growth in various subdivisions; Code violations with new emphasis on junk vehicles; request received for street lights on Brentwood; inquiry from possible Flat Creek Ranch Development; LePapillon is under construction units 1-24; new business at 475 E. Main, Suite C – **Danny Ray**
  - b. City Engineer Report – current and future water and sewer needs - **Brian Capps**
  - c. City Secretary Report – working with Smith County 911 on assigning addresses; continuing work on zone change request for Bullard Church of Christ and now including plat submission; processing open records requests; work on Budget/Tax Rate adoption calendar requirements; attended Texas Association of Municipal Clerk’s seminar in Lubbock; awaiting printing of contact cards for Scofflaw Program; 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**
  - d. Finance Report – review of expenditures, receipts and balances since last report, including Budget summaries – **Sonja Richey**

- e. Human Resources Department Report – updated employees’ PTO and Holiday hours; continued to receive job applications for Street Department; researched auto insurance question regarding age of employee; attended interview for Street Department position; updated temporary employee packet; finalized insurance plan for the 2020-2021 plan year; 3 payrolls; maintained shared office calendar; processing department change information access; and related duties associated with employees and employment - **Jennifer MacWhirter**
- f. Municipal Court Report – Statistics for warrants issued, court activity and fines and fees collected – **Diana Folmar**
- g. Police Department Report - Calls for Service or Case Investigations, Traffic, Arrest, Warrants, Cases Filed and general Police activity – **Gary Don Lewis**
- h. Public Relations/Communications Department Report – usage statistics of City’s website, Facebook, Police Facebook, Instagram, Twitter, and Civic Ready; updates to website & City app; participation in joint information center; partnered with schools for “Back to School” events; met with NETHealth regarding future events; meetings with City Manager regarding options surrounding COVID-19; and brainstorming meeting with Chamber Members – **Lexie Hudson**
- i. 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 sewer stoppage calls – **David Wells**

**ITEM 12:** Discuss and act upon approving minutes of:

Mayor Frederick

**July 20, 2020 Regular Meeting  
August 3, 2020 Called Meeting Budget Work Session**

**ITEM 13:** 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 MARK ANDERSON, SHIRLEY COE, LANE MCDANIEL, TERRY MEBANE 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: **August 7, 2020**, 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 7th day of August, 2020.

\_\_\_\_\_  
**Notary, in and for the State of Texas**