

**MINUTES OF  
BULLARD CITY COUNCIL REGULAR MEETING  
APRIL 12, 2022**

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Tuesday, April 12, 2022, 6:00 p.m. at Bullard City Hall, 114 South Phillips, Bullard, Texas, with the following present:

**Mayor: Pam Frederick  
Mayor Pro Tem: Mark Anderson  
Councilmember: Shirley Coe  
Councilmember: Glen Cowart  
Councilmember: Lane McDaniel  
Councilmember: Terry Mebane**

**City Manager: David Hortman  
City Attorney: Robert Davis  
Police Lieutenant: John Hill  
Police Lieutenant: Chase Berryhill  
Finance Director: Sonja Richey  
Director of Utilities: David Wells  
Director of Communication: Raiven Whatley  
City Secretary: Doris Crockett**

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

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**ITEM 1 - CITIZEN PARTICIPATION – NONE**

**ITEM 2 – CONSIDERATION OF REQUEST TO RECONSIDER “R-1a”  
SINGLE FAMILY RESIDENTIAL LOT SIZES – ITEM TABLED**

On motion by Councilmember Coe, seconded by Councilmember Mebane and carried unanimously, “Item 2 - Discuss and act on request of Jason Campbell and others to move back the 12,000 sq. ft. minimum lot requirement for an “R-1a” Single Family Residential lot to 9,000 sq. ft. minimum lot requirement” was tabled.

**ITEM 3 – AMERICAN RESCUE PLAN ACT (ARPA) OF 2021 –  
RESOLUTION ADOPTED AWARDED ENGINEERING SERVICES  
TO CAPCO ENGINEERING**

## **Council Minutes**

On motion by Mayor Pro Tem Anderson, seconded by Councilmember Cowart and carried unanimously, following review of RFQs by the Selection Review Committee and the Committee's recommendation, the following Resolution was adopted selecting Capco Engineering to assist the City in its application and implementation of funding from the US Department of Treasury for the American Rescue Plan Act of 2021: **(Attach Resolution)**

### **ITEM 4 – BULLARD AREA CHAMBER OF COMMERCE – REQUEST FOR USE OF “GREEN AREA” ON EAST SIDE OF PHILLIPS STREET ON THURSDAYS FOR “MARKET ON MAIN” FOR AN EXTENDED PERIOD**

On motion by Mayor Pro Tem Anderson, seconded by Councilmember McDaniel and carried unanimously, the request of the Bullard Chamber of Commerce was approved to use the green area on the east side of Phillips Street between Main Street and Tyler Street each Thursday beginning April 28, 2022, and continuing through September 2022, for Market on Main which encompasses a farmers market, with no street closures requested.

### **ITEM 5 – FIRST ANNUAL WAGS TO RICHES DOG ADOPTION EVENT – AUTHORIZED FOR SEPTEMBER 10, 2022 – RESOLUTION FOR STREET CLOSURE**

On motion by Councilmember Coe, seconded by Councilmember McDaniel and carried unanimously, Council authorized the City to hold the First Annual Wags to Riches Dog Adoption Event on Saturday, September 10, 2022, from 10:00 a.m. to 3:00 p.m. on the green area on the east side of Phillips Street and adopt a Resolution authorizing closure of certain streets during that time:

**(Attach Resolution)**

### **ITEM 6 – MAY REGULAR CITY COUNCIL MEETING DATE CHANGED TO TUESDAY, MAY 17, 2022**

On motion by Mayor Pro Tem Anderson, seconded by Councilmember Mebane and carried unanimously, the Regular May City Council Meeting date was changed from Tuesday, May 10, 2022, to Tuesday, May 17, 2022, to avoid having 2 meetings to meet State required timeline of swearing in unopposed City Council Members who were previously declared elected.

### **ITEM 7 - STAFF REPORTS**

- a. Building Permits/Code Violations Report; building related permits and inspections, solicitors and temporary use permits; growth in various subdivisions; new businesses; and Code violations – **Danny Ray**
- b. City Engineer Report – current and future water and sewer needs - **Brian Capps**
- c. City Secretary Report – Met with potential subdivision developer and discussed annexation; Attended Smith County Truth in Taxation Workshop; discussed in person and by phone different plats to be submitted for approval; processing requests, giving notice, attendance and recording of City Council Meetings, P&Z Meeting and BEDCO Meeting; and preparation of legal documents – **Doris Crockett**

## **Council Minutes**

- d. Finance Report – review of expenditures, receipts and balances since last report, including Budget summaries – **Sonja Richey**
- e. Human Resources Report – Assisted Utility Billing Clerk when needed; handbook policy amendment; working on handbook updates; and helped employee with dental insurance questions – **Maria Moreira**
- f. Municipal Court Report – Statistics for warrants issued, court activity and fines and fees collected – **Diana Folmar**
- g. Public Relations/Communications Department Report – continued working on website revamp; sent out sponsorship packets for Mayor’s Prayer Breakfast; marketing on City’s Facebook page; and celebrated March birthdays; – **Raiven Whatley**
- h. Police Department Report - Calls for Service or Case Investigations, Traffic, Arrest, Warrants, Cases Filed and general Police activity – **Jeff Bragg**
- 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**
- 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 sewer stoppage calls – **David Wells**

Finance Director Richey reviewed the financial report.

On motion by Mayor Pro Tem Anderson, seconded by Councilmember McDaniel and carried unanimously, Staff Reports were approved as presented.

### **ITEM 8 – MINUTES APPROVED – REGULAR MEETING ON MARCH 8, 2022, AND CALLED MEETING OF MARCH 22, 2022**

On motion by Councilmember McDaniel, seconded by Mayor Pro Tem Anderson and carried unanimously, City Council Minutes for the Regular Meeting of March 8, 2022, and the Called Meeting of March 22, 2022, were approved as presented.

### **ITEM 9 – EXECUTIVE SESSION – PERSONNEL MATTERS – EMPLOYMENT AND DUTIES OF MUNICIPAL COURT JUDGE**

On motion by Councilmember McDaniel, seconded by Mayor Pro Tem Anderson and carried unanimously, the Council convened in Executive Session in accordance with Texas Government Code, Open Meetings Act under Section 551.074 (a)(1) regarding Personnel Matters to consider employment and duties of Municipal Court Judge. 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 persons presence is necessary to the anticipated deliberation.

**ITEM 10 – RETURN TO OPEN SESSION – FRANK GLENN DOBROVOLNY  
APPOINTED AS MUNICIPAL COURT JUDGE TO REPLACE  
RETIRING JUDGE JOE CLAYTON**

Mayor Frederick announced that the Executive Session had concluded, and Council reconvened in Open Session at 6:22 p.m. Mayor Pro Tem Willis announced that no action was taken during the Executive Session.

On motion by Councilmember Coe, seconded by Mayor Pro Tem Anderson and carried unanimously, Frank Glenn Dobrovoly was appointed as Bullard Municipal Court Judge to replace retiring Judge Joe Clayton.

The Statement of Appointed Officer was executed and the Oath of Office was administered to Judge Dobrovoly by City Secretary Crockett.

**ITEM 11 – ADJOURNMENT**

On motion by Councilmember Coe, seconded by Councilmember McDaniel and carried unanimously, the meeting adjourned at 6:45 p.m.

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**PAM FREDERICK, MAYOR**

**A T T E S T:**

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**DORIS CROCKETT, CITY SECRETARY**