

**MINUTES OF  
BULLARD CITY COUNCIL REGULAR MEETING  
June 11, 2019**

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Tuesday, June 11, 2019, 6:00 p.m. at Bullard City Hall, 114 South Phillips, Bullard, Texas, with the following present:

**Mayor: Pam Frederick**  
**Mayor Pro Tem: Shirley Coe**  
**Councilmember: Mark Anderson**  
**Councilmember: Bryan Willis**

**City Attorney: Robert Davis**  
**Police Chief: Gary Don Lewis**  
**City Engineer: Brian Capps**  
**Finance Director: Sonja Richey**  
**Utility Director: David Hortman**  
**Code Enforcement: Danny Ray**  
**City Secretary: Doris Crockett**

**Absent: Councilmembers**  
**Ralph Britt and David Rhodes**

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

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**CITIZEN PARTICIPATION:**

**Mr. Joseph Pulsipher.** 107 Pecan Valley Drive, was present suggesting to Council that all free standing commercial signs display the 9-1-1 address.

**ITEM 1 – HERITAGE SPRINGS COMMERCIAL SUBDIVISION –  
TEMPORARY VARIANCE FROM REQUIREMENT  
TO CONSTRUCT HERITAGE SPRINGS DRIVE TO  
INTERSECT WITH FM344 E. - GRANTED**

The Planning and Zoning Commission on March 25, 2019, granted and recommended to the Council a request for a temporary variance from the requirement to construct Heritage Springs Drive, in Heritage Springs Commercial Subdivision, to intersect with FM 344 E. until details can be finalized with TxDOT since requirements by TxDOT had changed from initial approval in years past. Along with this request a replat of Heritage Springs Commercial Subdivision, Phase 1 was presented and approved.

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The variance and plat did not go forward to City Council in April because of some additional changes to the plat and was presented again to the Planning and Zoning Commission on April 22, 2019. Changes included in this Replat were additional lots (from 3 to 11), addition of utility easements on New Lots 5 and 8 adjacent to Doctor M Roper Pkwy (U.S. Hwy. 69), and the addition of a completed lot line on west side of Lot 1 adjacent to Heritage Springs Drive. The Replat with changes was recommended to the City Council.

Again the variance and plat did not go forward to the City Council in May because it was discovered that the ownership of Tract 2A, SO2 containing 12± acres on the Southwest corner of the Heritage Springs Commercial Development was shown as A. W. Hines 2007 Trust and actually the tract is owned by Bullard Investments, Ltd. The portion of Heritage Springs Drive that the variance was granted for is the portion of the street that crosses the Bullard Investments, Ltd. tract. Additionally, Gladney Street was renamed Bluebonnet Drive and the street location was moved southward; the number of lots in Phase 1 increased to 11, and the portion of Heritage Springs Drive that crosses the tract of land owned by Bullard Investments, Ltd. (variance portion) to connect to FM 344 was moved to align with the east property line of said tract. On June 3, 2019, the Planning and Zoning Commission ratified the variance approved on March 25, 2019, recognizing the change in ownership of the tract where the variance is located.

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, a variance as recommended by the Planning and Zoning Commission on March 25, 2019, and ratified on June 3, 2019, was granted to the developer of Heritage Springs Commercial Subdivision for a temporary variance from the requirement to construct the portion of Heritage Springs Drive that crosses the 12± acre tract owned by Bullard Investments, Ltd. in Heritage Springs Commercial Subdivision, that is to intersect with FM 344 E. (variance area is highlighted in **yellow** on attached plat copy) until details can be finalized with TxDOT since requirements by TxDOT for ingress/egress had changed from initial approval in years past. (**Attach Plat Copy**)

### **ITEM 2 – AMENDED REPLAT OF HERITAGE SPRINGS COMMERCIAL SUBDIVISION, PHASE 1 – APPROVED**

On motion by Councilmember Anderson, seconded by Mayor Pro Tem Willis and carried unanimously the Amended Replat of Heritage Springs Commercial Subdivision, Phase 1 was approved as presented and as recommended by P&Z at their meeting on June 3, 2019. (**See chronological details of Amended Replat under Item 1.**)

### **ITEM 3 – WEST RIDGE SUBDIVISION – CAPPS-CAPCO CONSTRUCTION – ACCEPTANCE OF INFRASTRUCTURE IMPROVEMENTS**

On motion by Mayor Pro Tem Willis, seconded by Councilmember Anderson and carried unanimously, after final inspection and recommendation by KSA Engineer Chris Aylor of work performed by Capps-Capco Construction, the City Council accepted the infrastructure improvements in West Ridge Subdivision.

## Council Minutes

### **ITEM 4 – CLS EQUIPMEENT COMPANY – AWARD OF BID FOR PURCHASE OF USED SEWER TRUCK/VACUUM TRUCK COMBO**

On motion by Mayor Pro Tem Willis, seconded by Councilmember Anderson and carried unanimously, the Council approved the purchase of a used sewer truck/vacuum truck combo for the Utility Department from low bidder CLS Equipment Company for a purchase price of \$99,890.00.

### **ITEM 5 –SEWER TRUCK/VACUUM TRUCK COMBO – FINANCING AUTHORIZED - AUSTIN BANK**

On motion by Councilmember Anderson, seconded by Mayor Pro Tem Willis and carried with the following vote, following receipt of quotes from several banks, financing of the used sewer truck/vacuum truck combo for the Utilities Department was awarded to Austin Bank (lowest rate) at a rate of 3.25% for a term of 4 years with payments to be made quarterly:

AYES: Anderson, Willis

NOES: None

ABSTAIN: Coe (works for Whitehouse branch of Austin Bank)

### **ITEM 6 – PAUL E. FELTES, III – APPOINTED TO PLANNING AND ZONING COMMISSION**

On motion by Councilmember Anderson, seconded by Councilmember Coe and carried unanimously, the Council appointed Paul E. Feltes, III to the Planning and Zoning Commission to replace Terry Cowan who recently submitted his resignation after many years of dedicated service on the P&Z Commission, with Council acknowledging appreciation for his years of commitment to serving the City of Bullard.

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

The following written monthly reports had been furnished to Council in advance:

- a. Building Permits/Code Violations/Warrant Processing Report; building related permits and inspections including remodel of Middle School at 909 West Main Street and remodel at Cherokee Travel Center, solicitors and temporary use permits; growth in various subdivisions; Code violations on 506 Third and on Larissa Road; and processing of warrants – **Danny Ray**
- b. Not the City Manager – Attended Tyler State of the City; Search Committee for new City Manager scheduled to meet with SGR representative Bob Turner; contracted with Remedy Intelligent Staffing to fill Admin Assistant/Social Media position; attended annual MADD awards ceremony where Bullard Police Officer Jeremy Farmer received an award for leadership and Officer Shawn Hays was recognized for outstanding service in DWI enforcement; attended BEDCO meetings where Board is seeking information concerning a strategic plan and need of executive director; attended Republic Services Lunch at the Landfill; met with KSA and TxDOT concerning drainage requirements at Bluebonnet Wellness development; attended P&Z meetings concerning plat and variance for Heritage Springs Commercial Subdivision; discussed drainage issues on Ella and West Emma Street with Brian Capps with a proposal coming forward soon; and have been unable to reach anyone at the

USPS that can tell us anything about the lost water bills, although they refunded our postage after my request and I am working with Congressman Louie Gohmert's office to request a local handling of the bills since the claim is that the confusion happens in the Dallas plant – **Pam Frederick**

- c. City Engineer Report – current and future water and sewer needs - **Brian Capps**
- d. City Secretary Report – Continued to work through third change and presentation for a plat to P&Z for Heritage Springs Commercial Subdivision; reviewing and discussing Zoning and variance violations for citations on Larissa Road; attended Northeast Texas Municipal Clerk's Quarterly Meeting in White Oak on June 7, 2019; 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; new hire paperwork; posted position for Social Media/Admin Asst.; attended Texas Municipal Human Resource Conference; processed open records request; researched employee insurance claims; provided backup support for various departments; 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. 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 – **David Hortman**

Mayor Frederick reviewed the City Manager position job posting and stated that the Committee will be reviewing the applications (application closing date is May 31, 2019) followed by choosing four applicants to consider and then narrow down to two applicants to present for Council consideration.

Finance Director Richey reviewed the financial report.

On motion by Commissioner Coe, seconded by Councilmember Anderson and carried unanimously, Staff Reports were approved as presented.

**ITEM 8– MINUTES APPROVED – MAY 14, 2019**

On motion by Councilmember Anderson, seconded by Councilmember Coe and carried unanimously, City Council Minutes for the Regular Meeting May 14, 2019, were approved as presented.

**ITEM 9 – ADJOURNMENT**

On motion by Commissioner Coe, seconded by Councilmember Anderson and carried unanimously, the meeting adjourned at 6:28 p.m.

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**PAM FREDERICK, MAYOR**

**A T T E S T:**

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**DORIS CROCKETT, CITY SECRETARY**