

**MINUTES OF
BULLARD CITY COUNCIL REGULAR MEETING
JULY 20, 2020**

The Regular meeting for July 14, 2020, was not held due to technical difficulties with video conferencing and a new agenda was posted.

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 video conference meeting was conducted for other than Council and Staff who were in attendance in the City Hall Council Chamber.

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Monday, July 20, 2020, 6:00 p.m. at Bullard City Hall, 114 South Phillips, Bullard, Texas, with the following present:

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

**City Manager: David Hortman
City Attorney: Robert Davis
Police Chief: Gary Don Lewis
Finance Director: Sonja Richey
Utility Director: David Wells
City Secretary: Doris Crockett**

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

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ITEM 1: CITIZEN PARTICIPATION

City Manager Hortman relayed from Joe Pulsifer, a resident of Pecan Valley Ranch, his appreciation for the response from the Bullard Police and the Bullard Volunteer Fire Department during a recent lightning strike at his home.

**ITEM 2 – HERITAGE SPRINGS COMMERCIAL SUBDIVISION, PHASE 1 –
PARTIAL REPLAT – DEVELOPER AGREEMENT – APPROVED**

A Partial Replat of Heritage Springs Commercial Subdivision, Phase 1 was presented along with a request for approval of a Developer Agreement with A. W. Hines to include a temporary delay of certain improvements in said Subdivision. This partial replat reduces the number of lots from 10 to 2 (Lot 1 in Phase 1 is not affected).

On motion by Mayor Pro Tem Willis, seconded by Councilmember Coe and carried unanimously, the Council approved the Partial Replat of Heritage Springs Commercial Subdivision, Phase 1 as presented and approved the Developer Agreement with A. W. Hines for a temporary delay of certain improvements in said Subdivision as recommended by the Planning and Zoning Commission at their meeting on June 22, 2020.

**ITEM 3 – SMITH COUNTY APPRAISAL DISTRICT –
2021 BUDGET APPROVED**

On motion by Councilmember Anderson, seconded by Councilmember McDaniel and carried unanimously, the City Council approved the adopted Smith County Appraisal District Budget for 2021 as presented.

**ITEM 4 – SMITH COUNTY APPRAISAL DISTRICT –
2019 AUDIT APPROVED**

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, the City Council approved the Smith County Appraisal District Audit for 2019 as presented

**ITEM 5 – CHEROKEE COUNTY APPRAISAL DISTRICT –
2021 BUDGET APPROVED**

On motion by Mayor Pro Tem Willis, seconded by Councilmember Coe and carried unanimously, the City Council approved the adopted Cherokee County Appraisal District Budget for 2021 as presented.

**ITEM 6 – KSA ENGINEERS, INC – AMENDMENT NO. 2 APPROVED TO THE CDBG
ENGINEERING AGREEMENT – BLUEBONNET POINT WELLNESS**

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, Council approved Amendment No. 2 in the amount of \$13,050.71 to CDBG Engineering Agreement with KSA Engineers, Inc. for Bluebonnet Point Wellness, TCF #7218052, for increased costs of construction materials testing and related costs.

**ITEM 7 – STRATEGIC GOVERNMENT RESOURCES (SGR) –
EMPLOYMENT SEARCH FOR CITY OF BULLARD POLICE CHIEF –
AGREEMENT AUTHORIZED**

On motion by Councilmember Coe, seconded by Councilmember Mebane and carried unanimously, Council approved entering into a professional services agreement with Strategic

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Government Resources (SGR) not to exceed \$23,900.00 for recruitment services to fill the position of Police Chief upon retirement of Police Chief Gary Don Lewis in early 2021.

ITEM 8 – STAFF REPORTS

- a. Building Permits/Code Violations/Warrant Processing Report; work continues on 506 Third Street; building related permits and inspections, solicitors and temporary use permits; growth in various subdivisions; Code violations; and processing of warrants – **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; processing partial replat for Heritage Springs Commercial Subdivision and zone change request for Bullard Church of Christ; manual search of Minutes regarding Well #2; 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 – wrote job description for new Street Maintenance Worker, coordinated advertising for applicants and sat in on interviews; processed 2 payrolls; attended webinar for TML Health Insurance benefits; provided PTO report to City Manager regarding employee anniversary dates; 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; following cancellation of the Annual Mayor’s Prayer Breakfast due to COVID-19 composed a virtual “Pray God’s Glory Across the Earth” and honored the National Day of Prayer; due to COVID-19 plans that had been completed for Blast Over Bullard were altered and the celebration was successfully held while keeping public safety foremost; and worked with other department to cover for co-worker – **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**

Finance Director Richey reviewed the financial report.

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

ITEM 9 – MINUTES APPROVED – JUNE 9, 2020

On motion by Councilmember Anderson, seconded by Councilmember Mebane and carried unanimously, City Council Minutes for the Regular Meeting of June 9, 2020, were approved as presented.

ITEM 10 - EXECUTIVE SESSION – CONSULTATION WITH CITY ATTORNEY

Mayor Frederick announced that the Council would convene in Executive Session at 6:23 p.m. in accordance with Texas Government Code, Open Meetings Act under Section 551.072 Deliberation Regarding Real Property for a new wastewater treatment plant and Section 551.071 (2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter regarding purchase or condemnation of property for a new wastewater treatment plant. 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

ITEM 11 – RETURN TO OPEN SESSION

Mayor Frederick announced that the Executive Session had concluded, and Council reconvened in Open Session at 7:08 p.m. Mayor Frederick announced that no action was taken during the Executive Session.

On motion by Mayor Pro Tem Willis, seconded by Councilmember Mebane and carried unanimously, Council authorized City Manager Hortman, City Engineer Capps, and City Attorney Davis to proceed to start process for acquiring property known as Site 5 for the proposed new wastewater treatment plant and for any necessary easements for outfall mains, and sewer lines to the site.

ITEM 12 – ADJOURNMENT

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, the meeting adjourned at 7:12 p.m.

PAM FREDERICK, MAYOR

A T T E S T:

DORIS CROCKETT, CITY SECRETARY