

**MINUTES OF
BULLARD CITY COUNCIL REGULAR MEETING
October 15, 2019**

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Tuesday, October 15, 2019, 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: Shirley Coe
Councilmember: David Rhodes**

**City Manager: David Hortman
Police Chief: Gary Don Lewis
Police Captain: Jeff Bragg
Finance Director: Sonja Richey
Human Resources Director: Jennifer MacWhirter
Code Enforcement: Danny Ray
Communication Manager: Lexie Hudson**

**Absent: Councilmembers Ralph
Britt and Mark Anderson and City
Secretary Doris Crockett (Notes taken
by Finance Director and Minutes
Composed by City Secretary)**

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

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ITEM 1: CITIZEN PARTICIPATION – NONE

ITEM 2: EMPLOYEE RECOGNITION

FINANCE DIRECTOR SONJA RICHEY

The City of Bullard has been presented the “Distinguished Budget Presentation Award” by the Government Finance Officers Association. **Finance Director Sonja Richey** was recognized by Council for her outstanding work and dedication for financial transparency and for receiving The Government Finance Officers Association of the United States and Canada “Certificate of Recognition for Budget Preparation” and encouraged the public to view the award winning document, the 2018-2019 Budget Report, on the City’s website.

Council Minutes

NEW UTILITY DIRECTOR DAVID WELLS

The City's new **Utility Director David Wells** was introduced and the Council congratulated him on his promotion to the position.

NEW POLICE K-9 OFFICER "DRAGON"

The City's new K-9 Officer "**Dragon**" was introduced to the Council by his handler Officer Shawn Hays.

ITEM 3 – BULLARD COMMUNITY LIBRARY - BUDGET

Mrs. Martha Dinwiddie was present reviewing with the Council the Bullard Community Library Budget. The request to have the Budget was made by Council at their last meeting when the annual financial support agreement with the Library was approved. She stated that the City of Bullard property tax for the Library was \$351.46 and requested that the City reimburse that amount to the Library. (**Attach Budget**)

No motion was made regarding the request.

ITEM 4 – REQUESTS FOR PROPOSALS AND STATEMENTS OF QUALIFICATIONS FOR ENGINEERING SERVICES, FINANCIAL ADVISOR, AND BOND COUNSEL IN CONNECTION WITH FUTURE NEW SEWER PLANT PROJECT – AUTHORIZATION TO PROCEED

On motion by Mayor Pro Tem Willis, seconded by Councilmember Coe and carried unanimously, the Council authorized staff to proceed with seeking Requests for Proposals and Statements of Qualifications for Engineering Services, Financial Advisor, and Bond Counsel in connection with future sewer plant project and application and funding through Texas Water Development Board (TWDB).

ITEM 5 – THE BROOK HILL SCHOOL – SECOND SCHOOL RESOURCE OFFICER FUNDING FOR 2019/2020 – AGREEMENT

On motion by Mayor Pro Tem Willis, seconded by Councilmember Rhodes and carried unanimously, the Council approved entering into an agreement with The Brook Hill School for a second School Resource Officer for 2019/2020 for salary and benefit reimbursement of eight and one-half (8½) months of cost to be in the salary range of \$39,347.73 - \$42,152.54, depending on experience and certification, as well as vehicle maintenance reimbursement of \$2,500.

ITEM 6 – REPORT FROM POLICE CAPTAIN JEFF BRAGG ON DETECTIVE POSITION

Police Captain Jeff Bragg reported to Council the success of the Police Department Detective Position and the number of cases that have been addressed and resolved.

ITEM 7 – MURREY PASCHALL & CAPERTON PC - ANNUAL AUDIT FOR CITY AND BEDCO FOR PERIOD ENDING SEPTEMBER 30, 2019 – CONTRACT APPROVED

Council Minutes

On motion by Councilmember Coe, seconded by Councilmember Rhodes and carried unanimously, the Council authorized entering into a contract with Murrey, Paschall, & Caperton PC, Forney, Texas, to conduct the City's annual audit for the year ending September 30, 2019, for a fee not to exceed \$19,750 and the BEDCO Audit for the same period for a fee not to exceed \$4,950.

ITEM 8 – STATE OF TEXAS DEPARTMENT OF MOTOR VEHICLES – SCOFFLAW SERVICES – NEW INTERLOCAL AGREEMENT APPROVED FOLLOWING 86th LEGISLATURE CHANGES

On January 9, 2018, the City Council authorized entering into an Interlocal Agreement with the Texas Department of Motor Vehicles (TxDMV) for Scofflaw Services that would allow auto registrations to be flagged if there is an outstanding warrant and would not allow for registration unless the warrant was cleared. The Texas Department of Motor Vehicles notified the City that a new agreement needed to be executed because of some change in language as a result of adoption of HB 1631 during the 86th Texas Legislature.

On motion by Mayor Pro Tem Willis, seconded by Councilmember Rhodes and carried unanimously, Council authorized execution of a new Interlocal Agreement with Texas Department of Motor Vehicles for Scofflaw Services as requested.

ITEM 9 – KSA ENGINEERS, INC – AMENDMENT NO. 1 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. 1 to CDBG Engineering Agreement with KSA Engineers, Inc. for Bluebonnet Point Wellness, TCF #7218052, for additional design services after an alignment change to the road due to TxDOT requirements.

ITEM 10 – TXU – CONTRACT FOR ELECTRICITY

On motion by Mayor Pro tem Willis, seconded by Councilmember Coe, City Manager Hortman was authorized to execute a negotiated contract capped at 72 months with TXU for the rate of electricity used by the municipality. (**NOTE: The rate negotiated was \$0.0345703 per kWh.**)

ITEM 11 – BEDCO 2019-2020 BUDGET APPROVAL – TABLED

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, the Council tabled consideration of the BEDCO 2019-2020 Budget since the Board has not met to review the Budget.

ITEM 12 – BEDCO – APPOINTMENT AND REAPPOINTMENTS - TABLED

On motion by Mayor Pro Tem Willis, seconded by Councilmember Coe and carried unanimously, the Council tabled consideration of appointments and reappointments to BEDCO.

ITEM 13 – 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, 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 – Preparing schedule for TML Annual Conference; 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 –processed 2 bi-weekly payrolls; worked to fill position of Utilities Director; completed open enrollment 2019-2020; maintained shared office calendar; completed process for new part-time employee; provided back up for various departments; 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; completed National Night Out event and raised \$145 for disaster relief; and received donation from Brookshire’s for Christmas Kickoff – **Lexie Hudson**

Finance Director Richey reviewed the financial report.

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

ITEM 14 – MINUTES APPROVED – SEPTEMBER 10, 2019

On motion by Councilmember Coe, seconded by Mayor Pro Tem Willis and carried unanimously, City Council Minutes for the Regular Meeting September 10, 2019, were approved as presented.

Council Minutes

ITEM 15 – ADJOURNMENT

On motion by Commissioner Coe, seconded by Councilmember Rhodes and carried unanimously, the meeting adjourned.

PAM FREDERICK, MAYOR

A T T E S T:

DORIS CROCKETT, CITY SECRETARY