

**MINUTES OF
BULLARD CITY COUNCIL REGULAR MEETING
AUGUST 9, 2022**

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Tuesday, August 9, 2022, 6:00 p.m. at Bullard City Hall, 114 South Phillips, Bullard, Texas, with the following present:

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

City Manager: David Hortman
City Engineer: Brian Capps
Finance Director: Sonja Richey
Director of Utilities: David Wells
City Secretary: Doris Crockett

Absent: Mayor Pam Frederick

***Video Conference Attendance**

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

ITEM 1 - CITIZEN PARTICIPATION – NONE

NOTE THAT ITEM 2 WAS MOVED LATER IN THE AGENDA FOR THE REPRESENTATIVE FROM SPECIALIZED PUBLIC FINANCE, INC. TO ARRIVE

ITEM 3 – TAX INCREASE PROPOSED – PUBLIC HEARING SET – SEPTEMBER 13, 2022

On motion by Councilmember McDaniel, seconded by Councilmember Mebane and carried with the following vote, Council agreed to a proposed tax rate of **\$.570788** (M&O rate of **\$.269287**, and the I&S rate to be **\$.301501**) for an expected revenue increase of **\$373,045.00 of which \$129,898.80** is tax revenue to be raised from new property added to the tax roll this year and set **Tuesday, September 13, 2022**, at 5:45 p.m. as the date for a public hearing to consider the proposed tax rate:

AYES: Coe, Cowart, McDaniel, Mebane

NOES: None

PRESENT AND NOT VOTING: None

ABSENT: Mayor Frederick, Anderson (had not joined the meeting)

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ITEM 4 – PROPOSED FY 2022-2023 BUDGET – PUBLIC HEARING SET

On motion by Councilmember McDaniel, seconded by Councilmember Cowart and carried unanimously, Council set the Public Hearing for the City's proposed Budget for FY 2022-2023 for Tuesday, August 23, 2022, at 6:00 p.m.

****Councilmember Anderson joined the meeting via video conferencing during this discussion and prior to the vote.**

ITEM 5 – CHEROKEE RIDGE, PHASE 1 – CAPPS-CAPCO CONSTRUCTION – ACCEPTANCE OF STREET, WATER AND SEWER IMPROVEMENTS

On motion by Councilmember Cowart, seconded by Councilmember McDaniel and carried unanimously, after final inspection and recommendation by Capps-Capco Construction, the City Council accepted the infrastructure improvements for Cherokee Ridge, Phase 1.

ITEM 6 – CHEROKEE COUNTY APPRAISAL DISTRICT – 2021 AUDIT ACCEPTED

On motion by Councilmember Mebane, seconded by Councilmember Cowart and carried unanimously, the City Council accepted the approved Cherokee County Appraisal District Audit for 2021 as presented.

ITEM 2 – SPECIALIZED PUBLIC FINANCE, INC. – BIDS RECEIVED FOR TAX NOTE SERIES 2022 – ORDINANCE ADOPTED

Mr. Paul Jasin with Specialized Public Finance, Inc. presented the results of bids for Tax Note Series 2022 in the amount of \$2,050,000.00 for the construction of improvements and extensions to the City's water and wastewater system, including the acquisition of land and rights of way; constructing, reconstructing and improving streets, roads, and sidewalks, including related drainage, utility relocation, signalization, landscaping lighting and signage; and payment of fiscal, engineering and legal fees incurred in connection therewith. Bids were sought from 50 banks, and 3 bids were received with Amegy Bank's bid of a rate of 2.76% being the lowest.

On motion by Councilmember Cowart, seconded by Councilmember Anderson and carried unanimously, the following captioned Ordinance was adopted authorizing issuance and sale of the City of Bullard Tax Note, Series 2022:

ORDINANCE OF THE CITY OF BULLARD, TEXAS, AUTHORIZING THE ISSUANCE AND SALE OF THE CITY OF BULLARD, TEXAS, TAX NOTE, SERIES 2022; LEVYING AN ANNUAL AD VALOREM TAX AND PROVIDING FOR THE SECURITY FOR AND PAYMENT OF SAID NOTE AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT.

ITEM 7 – BULLHEAD WATER METER CONNECTION – ORDINANCE SETTING FEE

On motion by Councilmember McDaniel, seconded by Councilmember Mebane and carried unanimously, the following captioned Ordinance was adopted establishing a fee of \$150 for a Bullhead meter connection:

ORDINANCE NO. 2022-0809-2

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BULLARD, TEXAS AMENDING CHAPTER 34, ARTICLE II, DIVISION 2. WATER SERVICE, SECTION 34-40. – GENERAL PROVISIONS, OF THE CODE OF ORDINANCES OF THE CITY OF BULLARD TEXAS, BY ADDING \$150 FEE FOR “BULLHEAD METER CONNECTION”; PROVIDING FOR A PENALTY AND CONTAINING A SEVERABILITY CLAUSE.

ITEM 8 – CITY OF BULLARD PERSONNEL POLICY AND PROCEDURES MANUAL UPDATED INCLUDING VOLUNTARY PTO DONATION PROGRAM – APPROVED

On motion by Councilmember Mebane, seconded by Councilmember McDaniel and carried unanimously, the following amendments were made to the City of Bullard Personnel Policy and Procedures Manual including addition of Voluntary PTO Donation Program: **(Attachment)**

ITEM 9 – 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 – Filed Final Plat for Bullard Creek Ranch; assigned various 911 addresses; assisted in registration for TML Conference; 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 Report – TML Health Open Enrollment preparations; assisted Utility Billing Clerk when needed; helped employee complete TML Incentive paperwork; helped employee with TMRS question and sent out new updates; and helped employee with medical 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 –Launched new website; continued planning for upcoming events in October; issued Stage 2 Water Conservation Notice; announced new construction at Bullard Kids’ Park; and Main Street project concluded– **Raiven Whatley**
- h. Police Department Report - Calls for Service or Case Investigations, Traffic, Arrest, Warrants, Cases Filed and general Police activity – **Jeff Bragg**

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- 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 Cowart, seconded by Councilmember Anderson and carried unanimously, Staff Reports were approved as presented.

ITEM 10 – MINUTES APPROVED – REGULAR MEETING OF JULY 12, 2022 AND CALLED MEETING OF JULY 28, 2022

On motion by Councilmember McDaniel, seconded by Councilmember Mebane and carried unanimously, City Council Minutes for the Regular Meeting of July 12, 2022, and the Called Meeting of July 28, 2022, were approved as presented.

ITEM 11 – ADJOURNMENT

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

SHIRLEY COE, MAYOR PRO TEM

A T T E S T:

DORIS CROCKETT, CITY SECRETARY