

**MINUTES OF  
BULLARD CITY COUNCIL REGULAR MEETING  
MAY 9, 2023**

A Regular Meeting of the City Council of the City of Bullard, Texas, was held Tuesday, May 9, 2023, 6:00 p.m. Bullard City Hall, 114 South Phillips, Bullard, Texas, with the following present:

**Mayor Shirley Coe**  
**Councilmember: Mark Anderson**  
**Councilmember: Lane McDaniel**  
**Councilmember: Terry Mebane**  
**Councilmember: Chuck Redwing**

**City Manager: David Hortman**  
**City Engineer: Brian Capps**  
**Patrol Lieutenant: Chase Berryhill**  
**Finance Director: Sonja Richey**  
**Director of Utilities: David Wells**  
**Director of Communications: Raiven Whatley**  
**City Secretary: Doris Crockett**

**Absent: Councilmember Glen Cowart**

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

**ITEM 1 - CITIZEN PARTICIPATION – NONE**

**ITEM 2 - FALL FLING ON SATURDAY, OCTOBER 21, 2023– COFFEE AROUND THE CORNER - REQUEST APPROVED**

On motion by Mayor Pro Tem Anderson, seconded by Councilmember McDaniel and carried unanimously, authority was granted for Downtown Businesses to use the sidewalks and the green area in front of Timeless Treasurers for vendors for the “Fall Fling” on Saturday, October 21, 2023, (Saturday, October 28, 2023 in case of inclement weather) as requested, including the operation of food trucks; and close Phillips Street from Main Street to Emma Street and the attached Resolution was adopted: (**Attach Resolution 2023-0509-1**)

**ITEM 3 - 2023 CORKSCREW WINE RUN – SATURDAY, OCTOBER 21, 2023 – APPROVED**

Mrs. Meredith Bryans was present regarding the request for the 2023 Corkscrew Wine Run on Saturday, October 21, 2023, (same day as Fall Fling) with authorization to close Phillips Street during the festival and any additional temporary street crossing closures for runners to be coordinated with

the Police Department, and for authorization to sell alcohol for on premise consumption and use a portion of the green belt area at southwest corner of Main and South Houston Street to be fenced for such use.

On motion by Councilmember McDaniel, seconded by Councilmember Mebane and carried unanimously, Council approved the 2022 Corkscrew Wine Run as requested with all required permits and/or insurance and adopted the attached Resolution closing streets: (**Attach Resolution 2023-0509-1 above**)

**ITEM 4 – ANNEXATION PETITION – THREE LAND BROS, LLC –  
FLAT CREEK ESTATES SUBDIVISION (VACANT LAND) –  
32.463 ACRES – DEVELOPMENT AGREEMENT DECLINED –  
RESOLUTION SETTING DATE OF PUBLIC HEARING FOR  
JUNE 13, 2023**

The Council considered a petition filed May 23, 2023, requesting annexation by area landowner, Three Land Bros, LLC, of a 32.463 acre tract in the William H. Steele Survey A-49, south of and adjacent to West Main Street known as Flat Creek Estates Subdivision (vacant land), Cherokee County, Texas.

In accordance with Chapter 43 of the Local Government Code the applicant received an offer of a Development Agreement and declined the offer.

On motion by Mayor Pro Tem Anderson, seconded by Councilmember Redwing and carried unanimously, Council accepted the petition from Three Land Bros, LLC for voluntary annexation of a 32.463 acre tract in the William H. Steele Survey A-49, south of and adjacent to West Main Street known as Flat Creek Estates Subdivision (vacant land), Cherokee County, Texas, with the declined offer of a Development Agreement and adopted the attached Resolution setting the date for the public hearing on the proposed annexation to be Tuesday, June 13, 2023, at 6:00 p.m.: (**Attach Resolution 2023-0509-2**)

**ITEM 5 – PUBLIC HEARING – THEARA TY (SUPER SWEET DONUTS) –  
SPECIAL USE PERMIT FOR DRIVE-THRU WINDOW APPROVED –  
ORDINANCE ADOPTED**

Mayor Coe declared the Public Hearing open to consider the request of Theara Ty (Super Sweet Donuts) for a Special Use Permit for a drive-thru food service window at 312 North Houston Street (Lot 1, Super Sweet Donuts Addition, Vinson Moore league, A-15), Bullard, Texas, currently zoned “C-2” General Commercial District.

No protest was filed against this application.

Applicant has presented a site plan approved by City Engineer Capps.

The Planning and Zoning Commission on May 8, 2023, approved a Special Use Permit for a drive-thru food service window as requested **for a period of three (3) years.**

Mayor Coe declared the Public Hearing closed.

On motion by Councilmember Redwing, seconded by Councilmember McDaniel and carried unanimously, the Council approved the Special Use Permit for a drive-thru window at 312 North Houston Street **for a period of three (3) years**, as recommended by the Planning and Zoning Commission, and adopted the following Ordinance:

**ORDINANCE NO. 2023-0509-1**

**AN ORDINANCE AMENDING THE CITY OF BULLARD ZONING ORDINANCE; DIRECTING THE AMENDMENT OF THE ZONING MAP; APPROVING SPECIAL USE FOR A DRIVE-THRU FOOD SERVICE WINDOW AT 312 NORTH HOUSTON, BULLARD, TEXAS, FOR A PERIOD OF THREE (3) YEARS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**ITEM 6 – CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND/AMERICAN**

**RESCUE PLAN ACT - RESOLUTION ADOPTED ELECTING TO UTILIZE STANDARD ALLOWANCE TO DETERMINE REVENUE LOSS**

On motion by Mayor Pro Tem Anderson, seconded by Councilmember Mebane and carried unanimously, the attached Resolution was adopted electing to utilize the standard allowance to determine revenue loss as allowed by the Coronavirus State and Local Fiscal Recovery Fund/American Rescue Plan Act: (**Attach Resolution 2023-0509-3**)

**ITEM 7 – DATE FOR ADMINISTERING OATH OF OFFICE TO MAYOR AND THREE COUNCIL MEMBERS – THURSDAY, MAY 18, 2023, 6:00 P.M.**

On motion by Councilmember McDaniel, seconded by Councilmember Chuck Redwing and carried unanimously, the Council set the date of Thursday, May 18, 2023, for a Called Meeting at 6:00 p.m. to administer the Oath of Office to Mayor Shirley Coe, Councilmembers Mark Anderson and Lane McDaniel for 2-year terms to expire May 2025, and to Chuck Redwing for a 1-year term to expire May 2024.

**ITEM 8– 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 – Began annexation process for Flat Creek Estates Subdivision; Assisted owner’s representative for property development and replat at Doctor M Roper Parkway and Rollingwood Drive; Processed Open Records requests; Continued interaction with applicant regarding new donut shop and setting meetings for same;

Attended TMRS educational session; processing requests, giving notice, attendance and recording of City Council Meetings, P&Z Meeting and BEDCO Meeting; and preparation of legal documents – **Doris Crockett**

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- 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 as needed; Filed new Worker’s Comp Case; Helped employees complete TML health incentive program; Helped employee file Aflac incentive claim; and Attended TMRS educational session – **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 – Had a successful Mayor’s Prayer Breakfast; Submitted the Budget Document FY 2022-2023; Continuing to assist Bullard PD with new Agency Spotlight segment on social media platforms; and Editing/Updating Bullard PD page on City website – **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**

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 9 – MINUTES – REGULAR MEETING OF APRIL 11, 2023**

On motion by Councilmember Redwing, seconded by Councilmember Mebane and carried unanimously, City Council Minutes for the Regular Meeting April 11, 2023, were approved as presented.

**ITEM 10– ADJOURNMENT**

Mayor Coe declared the meeting adjourned at 6:48 p.m.

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**SHIRLEY COE, MAYOR**

**A T T E S T:**

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**DORIS CROCKETT, CITY SECRETARY**