



# City of Coffee City Economic Development Corporation

7019 Pleasant Ridge  
Coffee City, TX 75763  
(903) 876-3414 Office  
(903) 876-2433 Fax

NOTICE IS HEREBY GIVEN OF A REGULAR MONTHLY MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; THAT WAS HELD ON **MONDAY, MARCH 4, AT 6:00 PM**, AT THE CITY OF COFFEE CITY LOCATED AT THE ABOVE ADDRESS. THESE ARE THE OFFICIAL MINUTES OF THE ABOVE-MENTIONED MEETING AS FOLLOWS:

## MINUTES

1. Call Meeting to Order/ Announce Recording of Meeting.  
*Vicki Castleberry called the meeting to order at 6:20 PM and announced recording of the meeting.*
2. Roll Call/ Announce if Quorum is Present.  
*Felicia Allen, Present; Vicki Castleberry, Present; Laney Lyons, Present; Sandra Ellis, absent, Carrie Ousley, Present; Jan Daughtery, absent. Quorum is Present.*
3. Approve Meeting Minutes for January 2024:  
*Felicia Allen made a motion to accept the minutes with the correction of Vicki Castleberry being added as present. Laney Lyons, seconded. All in favor, none opposed. Motion Carried.*
4. Approve Treasurer's Report for December 2023:  
*Felicia Allen made a motion to accept the treasurer's report. Carrie Ousley, seconded. All in favor, none opposed. Motion Carried.*
5. Open Forum
6. Discuss and Act upon providing financial assistance to the Coffee City Volunteer Fire Department for the Belts and Hoses Fishing Tournament.  
*Carrie Ousley made a motion to approve a \$4050 donation to the fire department to help fund the fishing tournament. Laney Lyones seconded. All in favor, none opposed. Motion Carried.*
7. Discuss planning a round table talk with city officials, community members, Officer Anthony Morgan Rollins and Sheriff Hillhouse to discuss retaining Officer Rollins in an official capacity as an ordinance enforcer and for any other police duty needed in the city  
*Vicki Castleberry made a motion to table number seven until a later date when hearing back from the major. Carrie Ousley seconded. All in favor, none opposed. Motion Carried.*
8. Discuss and Act upon the selection of "Welcome to Coffee City" sign options and bids submitted by Lyons Construction, Leon Signs and one other company.  
*Laney Lyones made a motion to table #8 until a determination is made on exactly where the sign will be placed on the property. Carrie Ousley seconded.*

9. Discuss and Act upon selecting a new logo to place at the Strip Center on Hwy 155 from the design copies and bids presented by Laney Lyons.

***Felicia Allen made a motion to table #9. Carrie Ousley, seconded. All in favor, none opposed.***

***Motion Carried.***

10. Discuss process in moving forward retaining an attorney to represent the city in getting the right of way from the Family Dollar Store owner for entry to the gifted property.

***Vicki Castleberry made a motion to table number ten until the attorney responds to the email from the city secretary on who he recommends in his office. Carrie Ousley, seconded.***

***All in favor, none opposed. Motion Carried.***

11. Discuss and Act upon donating to Lake Palestine Resort for its firework shows to be held on Texas Independence Day , Saturday, March 2, 2024 and Memorial Day, Sunday, May 26, 2024.

***Carrie Ousley made a motion to approve the \$500 for Lake Palestine Firework Show. Laney Lyons seconded. All in favor, none opposed. Motion Carried.***

12. Discuss and Act upon approving Grant Funding Application for Façade Improvement- Kilo's Liquor Store.

***Felicia Allen made a motion to accept and provide fund granting for the first façade improvement at Kilos into payments. The first payment to be \$3000 and after the completion of the job pay the remaining \$7000. Laney Lyons seconded. All in favor,***

***none opposed. Motion Carried.***

13. Discuss and Act upon donating funds to Lake Palestine Resort in support of Firework shows to be presented throughout the year.

***Deleting number 13.. was discussed in number 11 that maybe a limit of shows be funded through the year including certain holidays be in consideration. A decision was made to donate four times a year and he can divide it anyway he wants.***

14. Discuss and Act upon appointing a 2<sup>nd</sup> Council Member to sit on the EDC Board as needed in absence of an EDC Board Member to conduct business for voting purposes.

***Carrie Ousley made a motion to accept a second member from the council to sit on the EDC Board when needed for voting purposes only. Laney Lyons seconded. All in favor, none opposed. Motion Carried.***

15. Discuss and Act upon accepting the resignation of board member, Jan Daughtery, immediately due to personal health reasons.

***Carrie Ousley made a motion to release Jan Daughtery from her responsibilities on the board. All in favor, none opposed. Motion Carried.***

16. Discuss and Act up the termination of board member Sandra Ellis immediately due to excessive absenteeism.

***Carrie Ousley made a motion to terminate Sandra Ellis from the EDC board immediately due to excessive absenteeism. All in favor, none opposed. Motion Carried.***

17. Discuss, Review and Adjust EDC Budget for 2024-2025.

***Felicia Allen made a motion to review the 2024-2025 budget after previous reports are pulled at the next meeting. Carrie Ousley, seconded. All in favor, none opposed. Motion Carried.***

18. Discuss Agenda Items for next meeting.

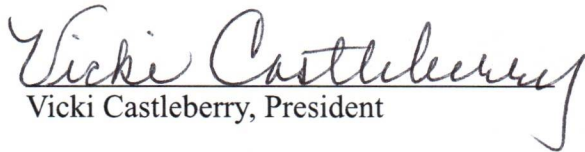
19. Next Meeting Date: March 25, 2024.

*Carrie Ousley made a motion to move all meetings going forward to 6:00 PM. Felicia Allen Seconded. All in favor, none opposed. Motion Carried.*

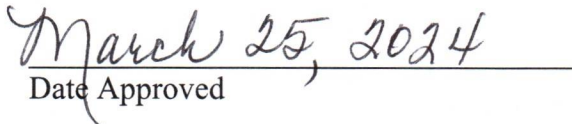
20. Adjourn

*Vicki Castleberry adjourned the meeting at 7:11pm*

We certify that these are the official minutes of the Coffee City EDC meeting held on March 4, 2024 that was held at the Coffee City- City Hall.

  
Vicki Castleberry, President

  
Felicia Allen, Secretary

  
Date Approved