

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

The City Council of Coffee City, Council Meeting was held on August 10, 2020, convened in at the Coffee City Community Center, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

GeoJan Wright, Mayor (Present)	Douglas Davis, City Secretary (Present)
Phil Rutledge, Mayor Pro-Tern (Absent)	Shellena Bivens, Municipal Court Judge (Present)
Don Weaver, Alderman (Present)	Chris Moore, Fire Chief (Absent)
Riley Standifer, Alderman (Present)	Frank Serrato, Interim Police Chief (Present)
Marquis Castleberry, Alderman (Present)	
Edward McDaniel (Absent)	

1. Call to Order.

Mayor Wright called the meeting to order at 6:00 pm.

2. Pledge of Allegiance.

Councilman Weaver led the pledge of allegiance.

3. Invocation.

Councilman Standifer gave the invocation.

4. Roll Call and announce if quorum is present.

City Secretary Douglas Davis called the roll. Mayor Pro Tem Rutledge was absent. The City Secretary announced that a quorum existed.

5. Opening Remarks: Welcome to the City Council Meeting of Coffee City Texas

Mayor Wright welcomed everyone to the meeting. She stated that we are in election season and that the city has several spots open. She stated that the deadline getting your name on the ballot was August 17, at 5:00 pm.

6. Consider and Act upon Consent Items: 7, 8, 9, and 10.

Councilman Weaver made a motion to accept consent items 7, 8, 9, and 10. Councilman Standifer seconded the motion. A vote was taken, and was unanimous.

7. Approve the Minutes from the City Council Meeting on July 13, 2020 as written.

8. Approve the city financials for the month of July 2020.

9. Approve the EDC Minutes for July 06, 2020.

10. Approve the EDC Financials for the month of July.

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

11. Swear in reserve police officer Aaron Poole.

Officer Pool was sworn in by City Secretary Douglas Davis. Interim Police Chief Serrato spoke about Officer Pool stating that they had met in Houston, and that Officer Pool had sought out Interim Chief Serrato, because he wanted to work for him.

12. Open Forum:

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 10 minutes before the beginning of the meeting.
- Speakers will be given 3 minutes to speak.

Any person that is unable to attend and wishes to submit questions to the council can e-mail the questions to the City Secretary at citysecretary@cityofcoffeecity.com

Citizen Pam Drost asked to speak. She stated that she was speaking to item number nineteen on the agenda. She stated that there are no videos of any EDC meeting so the citizens have no way of knowing what is going on. She went on to say that citizens do not know who the members are on the EDC board. She stated that the local government code said that if a city had a website the EDC information should be posted on it. She stated that she believed that there was a position available on the EDC board, and that three people had applied for that position. She stated that she knew that one of the applicants was told that all they needed to do was turn in their name for the position, and the EDC would consider it and vote on it. She stated that the above applicant was never contacted by any member of the EDC to ask them questions. She went on to say that since the EDC did not do their due diligence in selecting their member, she asked that item 19 be tabled until the EDC can do its due diligence in vetting all three applicants.

Mayor Wright stated that Mrs. Drost comments have been heard, and would be addressed when they (the council) come to that agenda item.

13. Mayor's Report.

- *The Mayor stated that the COVID-19 pandemic had affected the city, county, state, and national governments. She went on to say that the city had filed the paperwork required for reimbursement of funds under the CARE act through the Texas Department of Emergency Management. She stated that the cities application was submitted and was currently pending. The city is currently tracking all COVID-19 expenses incurred, and are awaiting further information from the Texas Department of Emergency Management.*
- *The Mayor stated that a review of ordinances, resolutions, policies, and procedures should be done on an annual basis. As a result, she stated that she would give out a suggested change to the Property Abatement Ordinance number 20170911. She stated that the ordinance currently reads "if weeds are higher*

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

than three feet”, she asked the council to consider lowering that to eighteen inches. The Mayor stated that she would place this item on the September 14, 2020 agenda.

- *In reference to the council’s oversight of the Coffee City EDC. She stated that she knew that there were changes made to the EDC bylaws that have not been presented to the council for approval. She said that she recommends that the EDC complete the changes to the bylaws and present them to the council at the September 14, meeting. Mayor Wright stated that the interim Police Chief Frank Serrato has been with Coffee City for some time, and has done an excellent job as interim chief. She stated that there was a time limit for the council to decide if they would select another candidate, or select Frank to remain in the position. Due to scheduling delays we were unable to complete that by this meeting. There are two candidates who will be interviewing with the council on Thursday. When the interviews are complete, there will be a special called meeting to decide who the council wants to take on the position of Police Chief. The Mayor thanked Frank for all that he had done, and said that he had been an asset to the city.*

14. City Secretary's Report.

- **Update to the council on the final expenditures for fiscal year 2020.**

The city secretary stated that the expenditures for FY 2020 came in under budget, but due to certain circumstances, including COVID, we did not bring in the income that had been projected.

- **Remind the council that last day to file for a place on the General Election Ballot is Monday, August 17, 2020.**

The City Secretary stated that the last day to file for a position on the November ballot is the 17th of August, at 5:00 pm.

15. EDC Report.

- **Presentation by Ray Ver Hey regarding the Hwy 155 / FM 3506 property.**
- **Report of any new business from the EDC**

Mr. Ver Hey stated that the EDC had met in the previous week and had discussed the vacancies and the property on HWY 155. He went on to state that they had discussed the new candidates (for the EDC board). He said that they discussed the property on HWY 155, and look into getting the assistance of an

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

attorney to work with the EDC on addressing the issue of highway access to the corner property.

16. Municipal Court Report.

Judge Bivens stated that one of the reasons that the FY 2020 income numbers were not met was because the in-house warrant collections program was not in place and working through most of the year. She stated that they had added a new warrant officer recently. She went on to say that the court had given lengthy extensions based off of Governor Abbott’s declaration, and recommendations from the Office of Court Administration.

The Judge gave the following report for the month of July:

<i>New Cases</i>	<i>233</i>	<i>Satisfied by Community Service</i>	<i>4</i>
<i>Satisfied by Drivers Safety</i>	<i>22</i>	<i>Total Fines</i>	<i>\$25,831.00</i>
<i>Satisfied by Differed Disposition</i>	<i>8</i>	<i>GHS Collections</i>	<i>\$9,137.00</i>
<i>Satisfied by Proof of Insurance</i>	<i>5</i>	<i>In House Warrants (3 Cleared)</i>	<i>\$1,586</i>
<i>Show Cause Hearings</i>	<i>12</i>	<i>Transfer to General Fund</i>	<i>\$3,616.00</i>

17. Police Report

Prior to giving his report, interim Police Chief Serrato made a personal statement to the council and citizens. He stated that it was with heavy heart that he stood before them, knowing it could be the last time. He said that he had gone above and beyond in his job. He stated that he felt that he was not being treated fairly today. He said that he felt like he had not been treated fairly in the past, but he just wanted to concentrate on today. He stated that in a past meeting, the council stated that if he did not make the cut within ninety days, the council would start looking for another Police Chief. He stated that he found out today that the job had been posted prior to that. He stated that he had not been given a fair shake on that. He said that if he was not wanted here, he deserved to know so he could start looking for something else. He stated that in 20 years he had not one formal complaint. He stated that he was told a decision would be within ninety days, and he felt like he had been lied to. He stated that he felt like his days had been numbered for the past month. The Mayor stated that at the time Frank was put in as interim. It is

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

typical that any time there is an opening it needs to be published. The position needed to be published, and needed to have the applicants. She stated that she was asked if we were going to be interviewing applicants, and at that time I engaged you to make sure that you were ok with the steps being taken, and your words to me was that you were not. After we talked on the second time, you were fine. So, it offends me that you stand here and say that you feel like you were lied to. I have been upfront, transparent with you. It is up to the council to decide. The fact that we are moving forward with interviews, has no bearings on the council's decision. Mayor Wright asked that Frank move forward with his report. Frank said that the Mayor had told him ninety days, and it is now ninety-one days. The Mayor said that there were scheduling conflicts, and that this was the best that we could do. Chief Serrato then gave his report.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

JULY 2020

In the month of July, 2020, the Coffee City Police Department had 100 calls for service and /or officer-initiated activities.

Accident: 3	Funeral Escort:	Road hazard: 4
Runaway:	Fire:	Shots Fired:
Alarm: 1	Follow up: 10	Stolen Vehicle:
Animal: 1	Illegally Parked Vehicles:	Suspicious Activity: 1
Assault:	Information: 34	Suspicious Person: 4
Burglary:	Loose livestock: 1	Suspicious Vehicle: 8
Civil Matter:	Lost Child:	Terroristic Threat:
Criminal Mischief:	Lost Property:	Theft: 2
Criminal Trespass: 1	Boat Sank:	Unlawful carrying of weapon:
Code Enforcement: 1	Medical Services:	Vehicle Impound: 4
Code clean up:	Missing Person:	Warrant Service: 1
Code in Progress: 1	Motorist Assist: 5	Welfare Check:
Disturbance: 4	Nuisance ordinance violation:	Harassment: 1
Death/Homicide:	Possession of Controlled Sub:	911 Hang Up:
D.W.I.:	Public Intoxication:	Bomb Threat:
Evading:	Possession of Marijuana:	Open Door:

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

Fake ID:	Reckless Driver: 2	Distress:
911 Hang Up:	Child Endangerment:	Burglary of a Vehicle:
Dog Bite:	Welfare Check:	Burglary in Progress:
Suicidal Person: 1	Lost Property:	Call for an E.M.S.:
Reports: 8	Sexual Assault:	Found Property:
Misdemeanor Arrest: 2	Overdose:	Unresponsive Person:
Felony Arrest: 2	Child Abduction:	Burglary in Progress:
Found Property:	Supplement Report: 2	Attempted Warrant Served:
Open Door:	Suicide Attempt:	CPS Info:
Noise Complaint:	Drugs Found on Traffic:	Grant Searches:
Illegal Dumping:	Vehicle in Water:	Tango Tango Radio:
Lost Property:	Person with Gun: 1	Dept. Of Defense:
Counterfeit Money:	Fatality:	Motorola:
Courtesy Transport:	Follow-up Investigation:	Audit:
Water Leak:	Home Check: 1	Stranded Boat: 1
Jumping off Bridge: 4	Physical Abuse: 1	
Agency Assist: 6	Warrant Service:	Translator:
Suspicious Person:	Disturbance:	CPS Assist:
Arrest:	Fire:	Unresponsive Person:
Welfare Check:	Information:	Accident:
Traffic Stop:	Medical: 1	Vehicle Searches:
Stolen Vehicle:	D.W.I.:	Own Agency: 1
Alarm:	Child Endangerment:	Sexual Assault:
Theft:	Stranded Boats:	Hit and Run:
Animal: 1	Forensic Interview: 2	Physical/Sexual Assault: 1

The Coffee City Police Department currently has 1 Full time officers, 4 Part time officer, 14 Reserve Police Officers.

Chief Frank Serrato: Full Time	Matthew Lopez:	Edgar Clayton:
	Jacob Resch:	James Foster III:
Alisha Saxon: Part Time	Michael Green:	Brent Rogers:
Ryan Cage: Part Time	Lt. Wayne Frazier:	Cedric Watson:
William Marks: Part Time	Peyton Robinson:	Joshua Jones:

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

George Williamson: Part Time	Toshia Hume:	Aaron Poole II:
	Joseph Cintron:	James Harris IV:

July, 2020: The Coffee City Police Department had a sum total of 299 traffic stops. 188 citations were issued totaling 228 violations with 43 warnings. 111 traffic stops totaling 118 warnings.

<u>CITATIONS:</u>		
Allowing Unlicensed Driver to Drive:	Failed to Stop at Designated Point:	Speeding 1-10 mph: 31
Defective Equipment: 1	Failed to Dim Headlights:	Speeding 11-20 mph: 101
Driving While License Invalid: 10	Failed to YIELD Right of Emergency Vehicle: 18	Speeding 21+ mph: 18
Driving on turn lane:	Fictitious Plates:	Passing in no Passing Zone: 1
Disregard Stop Sign: 2	Failed to Display Driver License:	Operating Golf Cart:
Driver License Restrictions:	Littering: 1	Unrestraint Child:
Driving Wrong Way:	No Insurance: 22	Window Tint: 3
Expired Driver License: 1	No License Plate light:	Displayed Improper License Plate:
Expired MVR:	No Rear License Plate:	Improper MVR Displayed:
Fail to Change Address on Driver's License: 2	No Seat Belt:	Following to Close:
Failed to Control Speed:	No Front License Plate: 2	Possession of Paraphernalia: 2
Failure to Display Registration: 1	No Driver's License: 8	Failed to Maintain Single Lane: 1
Failed to Signal Turn:	Open Container: 2	No Trailer Lights:
Failed to Signal Lane Change: 1	Obscured License Plate:	Unregistered Trailer:
Failure to Display MVR:	Public Intoxication:	Blue Headlights:
Failure to Display Driver License:	Displayed Altered License Plate: 1	Displayed Improper License Plates:
Driving on Left Lane Without Passing:	Criminal Trespass:	Minor in Possession:
Minor in Consumption:	Unsecured Load:	Displayed Wrong MVR:
Obscured View:	Driving Without Lights:	Displayed Expired License Plate:
Unsafe Lane Change:	Fishing Without a License:	

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

18. Fire Dept. Report

The Fire Chief said that the department still had about \$6,000.00 outstanding purchases that were ordered in the last fiscal year, but due to COVID, had not been received.

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY
COUNCIL

5 August 2020

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 31 July 2020

SUBMITTED BY: Fire Chief Chris L. Moore

In the month of July, we had 28 calls for service. Call volume is average, but up from past months.

0 Building Fires	1 Good Intent / Canceled en route
0 Car Fire	2 MVA's
18 Medical Calls	1 False Alarm
2 Lift Assist	0 Public Service (Unlock car)
1 Assist Disable	0 Down Power Line
2 Grass Fire	1 Watercraft Rescues

We currently have 12 Senior Fire Fighters

Upcoming events:

Square Fair 19th September (Postponed TBD)

Past Events:

The Department still does meals on wheels every Wednesday.

If you have any questions or problems please contact me.

CHRIS L. MOORE

Fire Chief

Cell: 903-539-7925

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

19. Consider and Act Upon the EDC appointment of Micah Wolfe as a new member of the EDC board.

The Mayor said that the council, in light of the comments that were made in open forum, could decide to table this until another meeting. She stated that she was aware that there were three people applying for the open positions on the EDC board. She stated that she had helped the EDC secretary prepare ballots for a vote to be taken to fill these positions, and that did not happen.

Councilman Weaver made a motion to table the approval until the next meeting. Councilman McDaniel seconded the motion. A vote was taken, and was unanimous.

20. Consider and Act Upon an ordinance for reduced speed limits.

Mayor Wright stated that she had a personal reason for suggesting the speed limit change. In the residential areas, prima facia speed limit is 30 miles an hour, and she would suggest reducing it to 25 miles per hour. The Mayor asked Chief Moore if he had any comments about the proposed speed limit change. Chief Moore stated that the proposal would reduce the speed limit to 25 mph on every street in Coffee City with the exception of CR4232, CR 4223, CR 4219 in front of city hall to be reduced to 15 mph. Councilman Weaver asked what the state mandate is on the roads in question. The Fire Chief stated that some would be thirty and others would be thirty-five. Councilman Weaver stated that he was not going to vote for anything that was unenforceable. Mayor Wright stated that she would like to see the council consider this because it affects public safety. She said that if people driving in the areas affected, and they see a sign up, that can stop some people from speeding down the streets. She then asked for a motion. Councilman Weaver said that we have just had our budget meeting, and we were struggling with our budget, and laws on top of laws were not going to solve anything. Councilman Standifer asked the Fire Chief how many signs were needed and what would be the cost. The Fire Chief stated that we were looking at 60 signs, and we could do a cheap forty-dollar version of the or we could use a hundred-dollar version. Councilman Weaver stated that this ordinance would do no more than "needle our citizens". Councilman Standifer asked interim Police Chief Frank Serrato if the signs were needed. Interim Chief Serrato stated that he was for the signs, but if we do not have the money then no. The Mayor asked if the funds came out of the Roads account, and the Fire Chief said that it did. The Mayor stated that there was money in that account to take care of the signs. Mr. Ver Hey asked from the audience, if the city could put in speed bumps. The Fire Chief stated that in the Sunrise Shores community, they put in water diverters, and a case was filed against them, and they were forced to remove them.

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

Councilman Castleberry made a motion to reduce the speed limits, and put up signage. The Mayor asked if there was a second. No one seconded the motion. The ordinance to approve the speed limit reduction did not pass.

21. Consider and Act Upon an ordinance for weight limits/permits on roads.

The Mayor stated that this was an effort to protect the roads. She said that in her opinion the maintenance of the roads should be Coffee City's main goal. She went on to say that there is a road plan that has been in effect for two or three years, and very little of that has been actually completed. She stated that she fights every day to get some kind of information on updated costs, and scheduling. The ordinance for weight limits and permits would give the city the opportunity... Something was said earlier about the garbage trucks, and they already pay a fee to the roads account in order to operate on city roads. She stated that she has seen large equipment on our city streets, and "if they are not careful, they could chew up the asphalt". This is a effort to protect our roads. Councilman Weaver stated that the city has already been through this before. Councilman Weaver stated that in the past he had been on the roads committee and they had an engineer come and inspect the roads. He stated that the engineer said that there are two major things about the roads. The engineer said that if someone runs off the edge of the road it will make it crumble, and secondly water flow will cause erosion if it gets under the road. Councilman Weaver said that as a city council, they started collecting money for road repair. Councilman Weaver said that none of this (the weight limit ordinance) is going to fix our roads in Coffee City. He said that we are collecting funds and that he feels that we have done an admirable job in keeping the roads up. Chief Moore stated that we have worked on the roads issue since Mayor Wakeman. He stated that this was not to fix our roads, this is just like the speed limit, this is a preventative measure. He said that as more construction occurs in the area, the more wear is put on the roads. Interim Police Chief Serrato stated that they currently have a officer certified to check weights on vehicles.

Councilman McDaniel made a motion to accept the ordinance. Councilman Standifer seconded the motion. A vote was taken with three councilmen voting for the ordinance, and Councilman Weaver voting against the ordinance.

22. Consider and Act Upon the proposed personnel policy changes: (Presented in July 2020 Council meeting)

- **Social Media policy.**
- **Compensatory time policy.**
- **Vacation/Sick time changed to PTO.**
- **Holiday schedule for calendar year 2021.**

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
August 10, 2020**

Councilman Weaver made a motion to accept the Compensatory time policy, the vacation/sick time changed to PTO, and the Holiday schedule for calendar year 2021. He stated that he did not support the Social Media policy. The Mayor stated that she had taken the TML class on social media, and we did have an incident with an officer who had taken and created a page representing Coffee City Police Department on his personal Facebook page. She stated that someone had commented that it was not an official page. The officer responded with a statement to the person commenting, telling them to die. So, the purpose of the Social Media policy is to keep any employee, or council member from creating a page that represents itself as an official page of the city. Councilman Weaver reiterated his motion as stated above. Councilman McDaniel seconded the motion. A vote was taken, with three council members voting for the change, and Councilman Castleberry abstaining.

23. Adjournment.

Councilman Weaver made a motion for adjournment, and councilman Standifer seconding the motion. A vote was taken, and was unanimous to adjourn.

Attestation:



Mayor Pro Tem Rutledge



City Secretary