

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

March 09, 2020

The City Council of Coffee City, Special Council Meeting was held on March 09, 2020, convened in at City Hall Court Room, 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 (Present) | Shellena Bivens, Municipal Court Judge (Present) |
| Don Weaver, Alderman (Present) | Chris Moore, Fire Chief (Present) |
| Riley Standifer, Alderman (Present) | James Kirkham, Police Chief (Present) |
| Marquis Castleberry, Alderman (Present) | |
| Edward McDaniel (Present) | |

1. Call to Order.

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

2. Pledge of Allegiance.

3. Invocation. *Mayor Wright led the invocation.*

4. Roll Call and announce if quorum is present.

The roll was called by the City Secretary. A quorum was present.

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

6. Consider and Act upon Consent Items: 7, 8, 9, 10, 11, and 12.

The council reviewed the consent items. Councilman Weaver made a motion to accept the consent items with a correction to the title of the January 23, 2020 minutes, reflecting that it was a special called meeting, not a regular meeting as reported in the minutes. Councilman Standifer seconded the motion. A vote was taken, and was unanimous.

7. Approve the Minutes from the City Council Meeting on January 23, 2020 as written.

8. Approve the Minutes from the City Council Meeting on February 10, 2020 as written.

9. Approve the city check register for the month of February 2020.

10. Approve the EDC Minutes for January 2020.

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11. Approve the EDC HOT account check register for January 2020, and February 2020.

12. Approve the EDC general account check register for January 2020, and February 2020.

13. 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.

There were no speakers signed up for Open Forum.

14. Mayor's Report:

- Warrant Officer Program
 - i. Separate Cost Center-Budget
 - ii. Roll out March 2020
 - iii. Subscription to Transunion TLOxp for assisting Warrant Officer program in warrant collection.

The mayor spoke about the warrant officer program, and why it was created. She stated that the city had over \$500,000.00 in outstanding warrants, and the warrant program is designed to reduce that number. She also spoke about the need for the Trans Union TLOxp service, and how that service will help the warrant officer find the people who have outstanding fines. She stated that they were going to roll the program out on March first, but due to the state wide warrant roundup, they had opted to start the program a little later. Mayor Pro Tem Rutledge introduced a motion to accept the one year subscription to Trans Union. Councilman Castleberry seconded the motion. A vote was taken, and was unanimous.

- Renewal of Republic Waste Service Contract with the following changes:
 - i. Removal of the 180 day notification for renewal/change.
 - ii. Slight increase in the Franchise fee.

Mayor Wright stated that the Republic Waste had amended the contract with the city in order to alleviate concerns that had been brought up.

15. EDC Report

Jim Beggerly the president of the Coffee City EDC stated that they had signed two contracts to lease the Lake Palestine Center. One is a rod & real repair business. The other one is a short term lease to start a non-profit and a tool and equipment business. The controversy is that the person renting the space is also staying in the space overnight. Mayor Pro Tem Rutledge asked if there was anything in our lease contracts

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that prohibited living in a unit. Mr. Beggerly stated that there is nothing that he could find, and that the insurance company, TML says that it is permissible. Councilman Castleberry asked about the liability, if something happened to the person. Mr. Beggerly stated that if a person is renting the building and has an accident in the building, then it would fall under his insurance. If the accident was due to a fault of the EDC then it could fall under the EDCs insurance. Mayor Wright asked if the renter had submitted a copy of his insurance to the EDC. Sandy Atteberry stated that former renters have submitted copies of their insurance, but she had not seen anything from this new renter. Mayor Pro Tem Rutledge asked if the business would generate any sales tax. Mr. Beggerly stated that he hoped it would. Councilman Standifer asked if the person was going to continue to live at the business after it was going? Mr. Beggerly stated that he did not know, he would have to wait until after the three month lease was up.

Mr. Beggerly stated that the Lake Palestine Resort had four qualifying tournaments. Mr. Paxton with the Lake Palestine Resort stated that they have had nine tournaments since the first of the year, and four of them had qualified for the EDC incentive. Mr. Beggerly stated that with the four tournaments that qualified the EDC had paid out \$1,200.00 in prize money. He stated that the money goes to the resort, and they were responsible for determining if the tournament qualified to receive the prize money. Mayor Pro Tem Rutledge stated that the resort was supposed to provide the city council a recap of where the money had gone. Mr. Paxton said that they would, and asked how often the council wanted the report. Mayor Pro Tem Rutledge asked that it be provided to the City Secretary so it could be put in the monthly packet. Mayor Pro Tem Rutledge asked what the process of money flow was for the fishing tournaments. Mr. Paxton stated that the resort gets the money form the EDC. Mayor Pro Tem Rutledge asked if the check was written to Mr. Paxton, or Lake Palestine Resort? Mr. Paxton said that the check was written to the resort, then he has to give a receipt to the EDC showing where that money was spent. Mayor Pro Tem Rutledge said that he did not want to see the EDC having to create a 1099 for Mr. Paxton at the end of the year for all of the money that has come straight to Mr. Paxton, He said that that was exactly what our auditor would say needs to be done. Councilman Weaver (speaking as an EDC member) stated that they did not have audits. Mayor Pro Tem Rutledge stated "yes we do". Mr. Weaver said that unless the city council mandated it, that the EDC doesn't have to have an audit. Mayor Pro Tem Rutledge stated that an auditor for the city will look at the EDCs books. Mayor Wright stated that her understanding of how this process was going to work was before any money was given to the resort, the qualifications had to be met and had to be provided to the EDC before any monies were disbursed. Mr. Beggerly stated that they would not know the tournament was a qualifying tournament until the night before. Mr. Paxton stated that a tournament could tell him that they were going to have twenty-five boats, but they may not have that many show up. Mr. Paxton stated that the previous weekend they had the money for four payouts, but two of them did not qualify. Mayor Pro Tem Rutledge stated that was the exact reason that they need the paperwork. Ray Ver Hey (an EDC member) asked if there could not be a reimbursement instead of writing the checks before. Mayor Wright stated that that was an EDC board decision. Mrs. Atteberry (the EDC Treasurer) said that they would bring it up at the EDC meeting. The City Secretary requested that the issue be dropped because by the continued discussion, the EDC would

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be in violation of the Open Meetings Act. Mayor Wright said that the issue was dropped and moved on.

Mr. Beggerly said that he would like to remind the council that May 16th was the Belts & Hoses tournament, and stated that he did not have any request from the fire or police department. Fire Chief Chris Moore stated that he had sent a request in January. Mr. Beggerly said that he did not have it. The Fire Chief stated that he would send another request and copy the Mayor tomorrow.

16. Municipal Court Report

Judge Bivens reported the following:

| | | | | |
|--|-----------------------|--|---|-----------|
| <i>New cases filed</i> | <i>149</i> | | <i>Satisfied by Drivers Safety</i> | <i>33</i> |
| <i>Satisfied by Deferred Disposition</i> | <i>9</i> | | <i>Dismissed after proof of Insurance</i> | <i>5</i> |
| <i>Warrants Issued</i> | <i>90</i> | | <i>Satisfied by Jail Credit</i> | <i>7</i> |
| <i>Indigency Cases</i> | <i>2 for \$484.10</i> | | | |

The Judge stated that the total fines collected for the month of February was \$30,842.00, and of that GHS had collected \$6,492.00. She went on to say that the monthly transfer to the General Fund was \$27,413.00. The Judge stated that she did not have the numbers for in-house warrant collection. The police chief stated that there was \$3,800.00 collected by in-house warrant collections. The Judge went on to say that we have hired a receptionist, and she has been able to pick up on things quickly. She stated that she had spoken a to the Mayor, and the new receptionist about sending her to Court Clerk school in July.

17. Police Report

- Racial Profile Statistics presented to City Council.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FEBRUARY 2020

In the month of February, 2020 the Coffee City Police Department had 71 calls for service and /or officer-initiated activities.

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| | | |
|-----------------------|-------------------------------|------------------------------|
| Accident: 9 | Funeral Escort: | Road hazard: 2 |
| Runaway: | Fire: 1 | Shots Fired: 1 |
| Alarm: | Follow up: 4 | Stolen Vehicle: |
| Animal: 2 | Illegally Parked Vehicles: | Suspicious Activity: |
| Assault: | Information: 19 | Suspicious Person: 2 |
| Burglary: 1 | Loose livestock: | Suspicious Vehicle: 5 |
| Civil Matter: 1 | Lost Child: | Terroristic Threat: |
| Criminal Mischief: 1 | Lost Property: | Theft: |
| Criminal Trespass: | Boat Sank: | Unlawful carrying of weapon: |
| Code Enforcement: | Medical Services: | Vehicle Impound: 5 |
| Code clean up: | Missing Person: | Warrant Service: |
| Code in Progress: | Motorist Assist: 6 | Welfare Check: 1 |
| Disturbance: | Nuisance ordinance violation: | Harassment: |
| Death/Homicide: | Possession of Controlled Sub: | 911 Hang Up: |
| D.W.I.: | Public Intoxication: | Bomb Threat: |
| Evading: | Possession of Marijuana: | Open Door: |
| Fake ID: | Reckless Driver: | Distress: |
| 911 Hang Up: | Child Endangerment: | Burglary of a Vehicle: |
| Dog Bite: | Welfare Check: | Burglary in Progress: |
| Suicidal Person: | Lost Property: | Call for an E.M.S.: |
| Reports: 11 | Sexual Assault: | Found Property: |
| Misdemeanor Arrest: 9 | Overdose: | Unresponsive Person: |
| Felony Arrest: 3 | Child Abduction: | Burglary in Progress: |
| Man with Gun: | Supplement Report: | Attempted Warrant Served: 1 |
| Open Door: 1 | Suicide Attempt: 1 | CPS Info: 2 |
| | | |
| | | |
| Agency Assist: 13 | Disturbance: 1 | CPS Assist: 2 |
| Child Endangerment: | Fire: 1 | Unresponsive Person: |
| Welfare Check: | Information: 2 | Accident: |
| Traffic Stop: 1 | Medical: 5 | Pursuit: |
| Alarm: | Child Removal: | Own Agency: 1 |

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The Coffee City Police Department currently has 3 Full time officers, 11 Reserve Police Officers. During the month of February, the officers combined did 214 hours of training`.

| | | |
|--------------------------------|-----------------------|-------------------|
| Lt. Frank Serrato Full Time | Matthew Lopez: 16 | Edgar Clayton: 0 |
| Cody Welch: Full time | Alisha Saxon: 55.5 | Erik Johnson: 8 |
| Chief James Kirkham: Full Time | Michael Green: 18 | Jose Espinosa: 18 |
| Toshia Hume: 85 | Lt. Wayne Frazier: 20 | Cedric Watson: 0 |
| Joseph Cintron: 0 | Maxanette Rose: | |

February 2020: The Coffee City Police Department had a total of 210 traffic stops and of those traffic stops 102 citations were issued totaling 131 violations and 108 warnings. 11 vehicles were searched resulting in these items being found 4 drugs, 1 weapons, 1 alcohol, 1 other.

| <u>CITATIONS:</u> | | |
|---|---|------------------------------------|
| Allowing Unlicensed Driver to Drive: | Failed to Stop at Designated Point: | Speeding 1-10 mph: 5 |
| Defective equipment: 1 | Failed to Dim Headlights: | Speeding 11-20 mph: 54 |
| Driving While License Invalid: 5 | Failed to YIELD Right of Emergency Vehicle: 4 | Speeding 21+ mph: 19 |
| Driving down 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: |
| Drug paraphernalia: 4 | No Insurance: 12 | Window tint: 1 |
| Expired Driver License: 4 | No License Plate light: 1 | Displayed Improper L.P.: |
| Expired MVR: 2 | No Rear License Plate: | Improper MVR Displayed: |
| Fail to change address on Driver License: 1 | No Seat Belt: | Following to Close: |
| Failed to Control Speed: | No Front License Plate: | Poss. Of Paraphernalia: |
| Failure to Display Reg. | No Driver's License: 4 | Failed to Maintain Single Lane: |
| Failed to Signal Turn: 2 | Open Container: 1 | No Trailer Lights: |
| Failed to Signal Lane Change: 2 | Obscured License Plate: | Unregistered Trailer: |
| Failure to Display MVR: | Public Intoxication: | Blue Headlights: |
| Failure to Display D.L.: | Displayed Altered L.P.: | Displayed Improper License Plates: |
| Driving on Left Lane W/out passing: | Criminal Trespass: | Minor in Poss.: |

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| | | |
|-----------------------|-------------------------|------------------------|
| Minor in Consumption: | Unsecured Load: | Displayed Wrong MVR: 1 |
| Obscured View: | Driving w/out Lights: 1 | Displayed Exp. L.P.: 1 |
| Unsafe Lane Change: 1 | | |

18. Fire Dept. Report

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF
COFFEE CITY
COUNCIL

4 March 2020

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 29 February 2020

SUBMITTED BY: Fire Chief Chris L. Moore

In the month of February we had 22 calls for service. Call volume is average

| | | | |
|----|----------------|---|---------------------------------|
| 1 | Building Fires | 2 | Good Intent / Canceled en route |
| 0 | Car Fire | 5 | MVA's |
| 13 | Medical Calls | 1 | False Alarm |
| 0 | Lift Assist | 0 | Public Service (Unlock car) |
| 0 | Assist Disable | 0 | Down Power Line |

We currently have 12 Senior Fire Fighters

Upcoming events:

- Lufkin Trip 10 March (Tuesday) Chief
- Henderson County Fire Chiefs Extrication April 3 - 5
- Henderson County Fire Chiefs Spring School April 3 - 5
- Henderson County Fire Chiefs Rodeo April 24 - 25
- Easter 11 April (Hunt and Cook)
- (City EVENT) May 16th Belts and Hoses
- TDEM TEMC May 18 – 21, 2020, San Antonio, Texas, (City Requirement)

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SFFMA June Conference: June 12 - 17, 2020,
Lubbock, Texas July 4th ?
TEEX 19 – 24 July 2020 (Courses will be released
in March) Fly in TBD
Square Fair (Waiting on UIL)

Past Events

24 Tons Hot Mix in Highsaw
150 Square Feet Cold Patch Stevenson and 21 Square Feet

Highsaw If you have any questions or problems please

contact me.

CHRIS L. MOORE
Fire Chief
Cell: 903-539-7925

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COFFEE CITY VFD

12101 /2020 - 02/29/2020 (29 Days)

Detailed Breakdown by Incident Type

| Incident Type | # Incidents | % of Total |
|---|-------------|-------------|
| 111 - Building fire | 1 | 4.54% |
| 311 - Medical assist, assist EMS crew | 13 | 59.09% |
| 324 - Motor vehicle accident with no injuries | 5 | 22.72% |
| 611 - Dispatched & canceled en route | 2 | 9.09% |
| 700 - False alarm or false call, other | 1 | 4.54% |
| Total | 22 | 100% |

Breakdown by Incident Category

| Incident Category | # Incidents | % of Total |
|-------------------|-------------|-------------|
| Medical | 13 | 59.09% |
| Accident | 5 | 22.72% |
| Canceled | 2 | 9.09% |
| Fire | | 4.54% |
| Alarm | | 4.54% |
| Total | 22 | 100% |

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19. Consider and Act Upon approving the Expenditure of allocated AFB Budget for E-Force Module.

Mayor Pro Tem Rutledge made a motion to spend the allocated \$13,600 from the Available Funds Balance to purchase the eCitations Module for the police department. Councilman Weaver seconded the motion. A vote was taken, and was unanimous.

20. Consider and Act Upon approving the Expenditure of allocated AFB Budget for Fire Department new radios as required by the county.

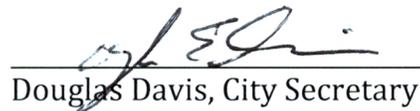
Councilman Weaver made a motion to spend \$13,139.92 of the allocated \$24,000.00 in the Available Fund Balance for the Fire Department to purchase four sets of turnout gear. He also stated that using the Available Fund Balance for radios for the fire department should be looked at in the future.

21. Adjournment.

Mayor Wright asked if there was any other business. No other business was presented. Mayor Wright asked for a motion to adjourn. Councilman McDaniel made a motion to adjourn, and Councilman Standifer seconded the motion. A vote was taken and was unanimous. Meeting adjourned at 7:25 pm.



Geofan Wright, Mayor



Douglas Davis, City Secretary