

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
December 14, 2020**

The City Council of Coffee City, Council Meeting was held on December 14, 2020, convened at the Coffee City Community Center, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

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

1. Call to Order.

Mayor Pro Tem Rutledge called the meeting to order at 6:04 pm.

2. Roll Call and announce if quorum is present.

City Secretary Douglas Davis called the roll. Councilman Weaver, and Councilman McDaniel were absent. The City Secretary announced that a quorum was present.

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

Mayor Pro Tem Rutledge welcomed everyone to the meeting.

4. Consider and Act upon Consent Items 5, 6, 7, 8, and 9.

Councilman Standifer made a motion to accept the consent items. Councilman Castleberry seconded the motion. A vote was taken, and was unanimous.

5. Approve the Minutes from the City Council Meeting on November 09, 2020 as written.

6. Approve the Minutes from the City Council Meeting on November 12, 2020 as written.

7. Approve the City Financials for November 2020.

8. Approve the EDC Check Register for the month of October 2020 and November 2020.

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9. Approve the EDC minutes from the October 05, 2020 EDC Meeting as written. (No EDC meeting in November)

10. Swear in the newly elected Mayor Frank Serrato.

Public Notary Sandy Atteberry administered the Oath of Office to Mayor Frank Serrato.

11. Swear in Municipal Court Judge Shellena Bivens. (The municipal court judge is re-sworn in at each election of a new Mayor)

Public Notary Sandy Atteberry administered the Oath of Office to Judge Shellena Bivens.

12. Swear in newly elected city council members:

- **Chuck Jones – Alderman Place 1**
- **Kevin Swanson – Alderman Place 3**
- **Ray Ver Hey – Alderman Place 5**

Public Notary Sandy Atteberry administered the Oath of Office to Alderman Jones, Swanson, and Ver Hey as a group.

After all incoming council members had been sworn in, Mayor Pro Tem Rutledge took his place in the audience and the new council members took their place at the council table, and Mayor Serrato took the meeting over.

13. Consider and Act Upon removing Phil Rutledge from all city bank accounts, and the city's safe deposit box.

Councilman Standifer made a motion to remove Phil Rutledge from all city bank accounts and the city's safe deposit box. Councilman Swanson seconded the motion. A vote was taken, and was unanimous.

14. Consider and Act Upon naming a new Mayor Pro Tem.

Mayor Serrato asked the council to table this until they had more time to discuss. Councilman Standifer made a motion to table. Councilman Swanson seconded the motion. A vote was taken, and was unanimous.

15. Consider and Act Upon naming a new signer on the city bank accounts, and safe deposit box.

