

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**February 11, 2019**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on February 11, 2019 at City Hall - Court Room, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

Pam Drost, Mayor	Douglas Davis, City Secretary
Phil Rutledge, Mayor Pro-Tem	Shellena Bivens, Municipal Court Judge
Don Weaver, Alderman	Chris Moore, Fire Chief – Absent ( <i>Asst. Chief Paul Rife attending</i> )
Riley Standifer, Alderman	Frank Serrato, Police Chief
Terry Cooper, Alderman	
GeoJan Wright, Alderman	

Quorum

1. Call to Order.  
*Mayor Drost called the meeting to order at 6:00 pm*
2. Roll Call and announce if quorum is present.  
*Roll was called by the City Secretary, and a quorum was present.*
3. Consider and Act Upon the Consent Items: #4, and #5  
*Councilman Weaver made a motion to accept the consent items. Councilman Cooper seconded the motion. A vote was taken, and was unanimous.*
4. Approve Minutes from the January 14, 2019 Council Meeting, as written.
5. Approve the Check Register for the month of January 2019.
6. Open Forum.
  - *The Mayor spoke to a concern that Mr. Edward McDaniel had brought up in the January council meeting about CR 4221 (A city road) not being patrolled by the police department. The Mayor stated that she had spoken with the chief of police and was assured that the road was being patrolled.*
  - *Councilmen Standifer spoke about sales tax and the food trailers. He stated that anyone can walk up to the food trailers and ask to see their health and sales tax permits, and they have to show it to them. If they can not produce either item, you need to get a police officer because it carries more weight. He stated that anyone can go to the state comptroller and tell them about the violating person, and the comptroller will come check on them. He stated that he asked (the state comptroller) about the food trailers if they were worth checking on. The comptrollers office told him that they were cleaning up. (generating a lot of revenue) The Mayor stated that she had gone to the EDC meeting last Monday, and they (the EDC) had discussed the same issue. She stated that the EDC had come up with a flyer to present to new businesses welcoming them and stating the city sales tax. Councilperson Wright stated that she was tal*
- (*There were no other speakers for open forum*)
7. Consider and Act Upon approving the resolution to amend the 2018-2019 budget.

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*The Mayor spoke about the addition of several categories to the budget. She explained that these changes to the budget categories will follow QuickBooks more closely, and will bring the budget layout more into compliance for auditing purposes. The Mayor also stated that the budget figures did not change.*

*Councilman Rutledge asked if the paper they were signing had to have a resolution number on it, the Mayor stated that when the resolution was approved, a number would be assigned. Councilman Rutledge made a motion that, with the addition of a resolution number, that they accept the changes to the budget. Councilperson GeoJan Wright seconded the motion. A vote was taken, and was unanimous. The Mayor passed a copy of the resolution around for councilmembers to sign.*

8. Consider and Act Upon electing a new Mayor ProTem. GeoJan Wright has indicated that she would like the position. Phil Rutledge, the current Mayor ProTem, has indicated that he would be most happy to take a break from the Mayor ProTem job. If any other council member would like to be considered, please speak up at the meeting.  
*Councilperson Rutledge stated that it had been an honor to serve for the past three years as Mayor ProTem. Councilman Standifer made a motion to elect Councilperson Wright as Mayor ProTem. Councilman Cooper seconded the motion. A vote was taken and was unanimous to appoint Councilperson GeoJan Wright as Mayor ProTem.*
  
9. Consider and Act Upon selecting a date to hold the combined EDC and City Council Workshop to consider City Planning. (IE: Roads, Infrastructure, Sales Tax Income, City Ordinances, Website, etc.) The following dates are proposed: Tuesday, April 09, 2019, or Tuesday, April 16, 2019 or Tuesday, April 23, 2019.  
*The Mayor stated that this had been suggested in another meeting. She stated that Councilperson Wright and herself had come up with three Tuesdays in April (April 09, April 16, or April 23) Councilman Cooper asked what time of day, and the Mayor responded probably six o'clock. The Mayor explained that there would be an agenda posted for this workshop, and that it would be a public meeting. Councilman Weaver stated that a lot of the things that this meeting will cover, have been discussed before, and that he would suggest that anyone whom had not been a part of the past discussions, review the videos and minutes of past meetings. The Mayor stated that she thought it would be an opportunity to make some generalized short and long term plans for the city, and not have to go into specific detail. Councilperson Wright stated that she had looked around at other cities and that it was common for these cities to have either quarterly or bi-annual combined council and EDC meetings.*  
*Councilman Rutledge made a motion that a joint city council and EDC meeting be held on the 23<sup>rd</sup> of April 2019. Councilman Standifer seconded the motion. A vote was taken, and was unanimous.*
  
10. Consider and Act Upon forming a committee to explore possible City Zoning Codes and practices to see if this is something the city wishes to consider.  
*The Mayor stated that she had got the idea of creating this after attending the EDC meeting. She stated that Jim Beggarly had been helpful in the past with zoning. She went on to say that she would like to convene a committee to see if zoning property would be beneficial to the city. Jim Beggarly stated that there is a minor advantage to the city. He said that he had spent some time reviewing other cities zoning and use codes, and found that the state statutes were rather loose when it came to zoning. The Mayor asked Jim Beggarly if he would head up the committee. Councilman Rutledge said that he would be on the committee. The Mayor stated that she thought that the fire department should also be involved. Councilperson Wright asked Ray Ver Hey would be willing to be on the committee, and he said yes.*

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*Councilman Standifer made a motion to form a committee to explore city zoning, Councilperson Wright seconded the motion. A vote was taken, and was unanimous.*

11. Consider and Act Upon approving an EDC expenditure of \$ 8,500 for Mayfest Promotion and Event. *Councilman Weaver made a motion that they approve the EDC expenditures Item 11 and 12. Councilman Cooper seconded the motion. A vote was taken and was unanimous.*
12. Consider and Act Upon approving an EDC expenditure for 60 chairs and 4 tables for the Community Center, in the amount of \$ 1,350.00.
13. Consider and Act Upon an agreement with the Henderson County Fire Marshal’s Office, allowing their office to conduct fire inspections within the boundaries of Coffee City. *The Mayor stated that she had spoken with the fire chief about this, and said that he had indicated it would be a good idea, she then asked Paul Rife, the assistant fire chief if he had any comments. Paul said that he felt it would be a good idea, and went on to explain that he was a certified arson investigator, but was not a peace officer, and could not enforce a fire code violation. A motion was made by Councilperson Wright, and seconded by Councilman Standifer. A vote was taken, and was unanimous.*
14. Consider and Act Upon swearing in of new police officer Matthew Lopez. *Officer Matthew Lopez was introduced to the city council. Public Notary Sandy Atteberry swore officer Lopez in as a newly hired reserve police officer.*
15. Mayor's Report:  
*Nothing to report*
16. EDC Report.  
  
(See attached report)
17. Municipal Court Report.

New Citations	321	Cases dismissed after drivers safety	65
Juvenile cases filed	4	Dismissed after deferred disposition	25
Satisfied after community svc	0	Dismissed after proof of Insurance	9
Cases satisfied Jail Credit	2	Dismissals for indigency	3
Total fines collected	\$ 43,950	In House Warrant Collected	\$ 3,517
GHS Collections	\$ 10,306	Quarter Tax to State	N/A
Quarterly transfer to City	N/A		

18. Police Report.  
In the month of January, 2019 the Coffee City Police Department had   74   calls for service and /or officer-initiated activities.

<b>Accident: 4</b>	<b>Nuisance ordinance violation:</b>	<b>Warrant Service: 4</b>
<b>Agency Assist: 10</b>	<b>Possession of Controlled Sub:</b>	<b>Lost Child:</b>

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<b>Assault:</b>	<b>Possession of Marijuana:</b>	<b>Shots Fired:</b>
<b>Alarm:</b>	<b>Public Intoxication:</b>	<b>Reckless Driving: 3</b>
<b>Burglary of habitation:</b>	<b>Road hazard: 1</b>	<b>Evading:</b>
<b>Civil Matter: 5</b>	<b>Suspicious Person: 5</b>	<b>Stolen Vehicle:</b>
<b>Criminal Mischief:</b>	<b>Suspicious Vehicle: 4</b>	<b>Welfare Check: 1</b>
<b>Criminal Trespass:</b>	<b>Suspicious Activity: 2</b>	<b>Animal: 1</b>
<b>Disturbance: 5</b>	<b>Terroristic Threat: 1</b>	
<b>Information: 10</b>	<b>Theft:</b>	
<b>Loose livestock: 6</b>	<b>Unlawful carrying of weapon:</b>	
<b>Motorist Assist: 9</b>	<b>Vehicle Impound: 5</b>	
<b>Fake ID: 1</b>	<b>Follow up: 6</b>	
<b>Fire: 1</b>		
<b>Felony Arrest:</b>		
<b>Misdemeanor Arrest: 2</b>		
<b>Reports:</b>		

19. Fire Report.

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY COUNCIL

7 February 2019 DEPARTMENT: Coffee City Volunteer Fire Department FOR THE PERIOD ENDING: 31 January 2019

SUBMITTED BY: Fire Chief Chris L. Moore We are currently not under a Burn Ban  
In the month of January, we had 17 calls for service. Call volume is average

2 Building Fires 1 Good Intent 1 Grass / Unattended Fire  
1 MVA's 8 Medical Calls 1 False Alarm (Control Burn) 2 Tree Obstruction 1 Public Service (Unlock car)  
0 Boat Calls 0 Burn Ban Warnings

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We currently have 17 Senior Fire Fighters and no Explorers (Two Mascots) Past events  
New Software Training (Paul / Lisa)  
January 9th Church presentation Fire Trucks and Equipment January 23rd Stand by and assist Air One display

Upcoming Events

Mayfest - Mayfest has been approved for EDC sponsorship, pending counsel approval Car Show, Bass  
Tournament, Kids events, a couple of vendors, Raffle

March 4th Officer Call

March 19th Fire Fighter Memorial and Appreciation Day (State Capital) March 23rd Software training for all  
personnel

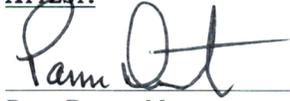
April 23rd MAYDAY and RIT (Rapid Intervention Team) refresher April 27th RIT Lecture and MAYDAY  
Practical Exercise

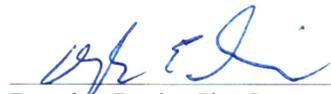
May 18th Mayfest (Fliers will start to go out week of the February 11th) June SFFMA Annual Conference  
June 21 - 26

20. Adjournment.

*The Mayor asked if there was any other business. No one had business. Councilman Cooper made a  
motion to adjourn. Councilperson Wright seconded the motion. A vote was taken and was unanimous.*

**ATTEST:**

  
\_\_\_\_\_  
Pam Drost, Mayor

  
\_\_\_\_\_  
Douglas Davis, City Secretary

# OPEN FORUM

## City of Coffee City Council Meeting March 11, 2019

Name of Speaker

1. \_\_\_\_\_
2. \_\_\_\_\_
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18. \_\_\_\_\_

**Each Speaker will be allowed a maximum of 2 minutes.  
Speaker may comment on matter or concern upon which City  
Council may take action on, if necessary, at a subsequent  
meeting.**

**No formal action or discussion will be taken at this time.**