

## **January 08, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**January 8, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on Monday January 8, 2018, at City Hall - Court Room, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

Pam Drost, Mayor

Phil Rutledge, Mayor Pro Tem

Riley Standifer, Alderman

Terry Cooper, Alderman

David Jenkins, Alderman

Douglas Davis, City Secretary

Shellena Bivens, Municipal Court Judge

Chris Moore, Fire Chief

Quorum - All members present

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Consider and Act Upon the Consent Items.
  - Approving the Minutes from the January 8, 2018 Council Meeting, as written.
  - Approving the Check Written Register for the month of January, 2018.Councilman Standifer made a motion to accept, Councilman Weaver seconded the motion.  
A vote was called and was unanimous to accept.
2. Open Forum: Mr. Malik Sheraz asked about the game room ordinance and if the council planned to allow additional game room operators into the city. Mayor Pro Tem Rutledge said that there were no plans to let any other operators into the city.
3. Act upon swearing in city council members Riley Standifer and Terry Cooper.  
Council members Riley Standifer and Terry Cooper were sworn in by Texas Notary Sandy Atteberry
4. Consider and act upon adopting the 2018 holiday schedule.  
A motion to adopt the 2018 holiday schedule was made by Mayor Pro Tem Rutledge, and was seconded by councilman Weaver. A vote was taken and was unanimous.
5. Consider and act upon changing the regularly scheduled city council meeting in November 2018 from Monday November 12, 2018 to Tuesday November 13, 2018 due to the Veterans Day holiday.  
A motion was made by councilman Weaver and seconded by councilman Cooper. A vote was taken and was unanimous.
6. Mayors Report – Happy New Year. Nothing to report..
7. EDC Report - EDC reported that they started the month with \$124,203.45. They paid out \$350 to the EDC secretary, \$323.00 to the city for TML property insurance (Q4, Q1, Q2, Q3), \$54.00 to TVEC for unit 2, \$40 for TML Small Cities class for Sandy Atteberry, \$40.00 for TML Small Cities class for Cindy, \$110.00 to Pedro Gonzalez for mowing, \$987.88 to George Chavis for work on unit 2 Lake Palestine Center, \$ 78.40 to TVEC for unit 4, \$96.58 to Monarch Water for Lake Palestine Center, \$49.79 to Monarch Water for Lake Palestine Center, \$19.26 to Sandy Atteberry for bank mileage. They received \$900 for rent of unit 3 and 4 for November 2017, \$900.00 for rent of unit 3 and 4 for December, they received a \$500.00 deposit on unit 2, they received \$500.00 rent on unit 2. The EDC ended the month with \$124,854.54. The hotel occupancy tax account started the month with \$102,836.55, they paid the webmaster \$200.00, and they received \$1120.60 from the Lake Palestine Motor Inn, \$275.29 from the Lake Palestine Resort. At the end of the month the HOT account was \$140,032.44.
8. Municipal Court - No report given. Judge was absent.
9. Police Department - Reported 43 calls. 5 loose livestock, 7 agency assist, 2 suicidal subjects, 1 assault (threat), 7 motorist assist, 2 accidents, 1 road hazard, 4 theft, 1 suspicious person, 1 suspicious vehicles, 1 civil matters. Call outs 4, 1 alarm, 1 burglary of a habitation, 1 civil matters, 1 criminal attempt (theft), 4 theft, 1 UUMV, 3 reckless drivers, 1 shots fired. The officers issued 157 citations and 26 warnings.
10. Fire Department – 1 building fires, 1 building fire (Westside), 2 grass fires, 7 medical calls, 2 tree obstructions, 1 boat call, 1 building fire (Frankston), 1 good intent, 2 MVAs, 1 false alarm, 1 public service (Car Unlock).

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11. Adjournment.

The mayor asked if there was any more business to discuss. No other business was brought before the council. Councilman Weaver made a motion for adjournment and councilman Cooper seconded the motion. A vote was taken and it was unanimous.

**ATTEST:**

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Pam Drost, Mayor

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

## **February 12, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**February 12, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on February 12, 2018, at the Coffee City 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 - (Absent Excused)
Riley Standifer, Alderman	Chris Moore, Fire Chief
Terry Cooper, Alderman	Scott Medcalf, Police Chief
David Jenkins, Alderman	

Quorum - All voting members of the city council are present.

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Consider and Act Upon the Consent Items.

A motion to accept was made by Phil Rutledge and seconded by Terry Cooper.

2. Open Forum:

Mr. Brian Smale stated that he was not a resident of this city or this county. He stated that his home was in Minneola Texas. He stated that he was currently a teacher, and that one of the subjects that he taught was government. He stated that before he was a teacher that he did a lot of international travel for several large companies as a certified information's specialists. He stated that he had filed a complaint with the Texas Rangers and with the attorney general against the city of Coffee City, the Coffee City Municipal Court, and the Henderson County District Attorney.

Mr. Adam Gonzales stated that he observed Officer Clark helping an elderly gentleman that had lost his way home. He stated that officer Clark had gone out of her way to contact the gentleman's family and insured that he got home safely.

3. Consider and Act upon placing the following proposition on the ballot for the November 6, 2018 General Election. The ballot shall be prepared to permit voting for or against the proposition.

“The reauthorization of the local sales and use tax in the city of Coffee City at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized”

Councilman Don Weaver made a motion to accept, and David Jenkins seconded the motion. A vote was taken and was unanimous.

4. Consider and Act upon placing the following proposition on the ballot for the November 6, 2018 General Election. The ballot shall be prepared to permit voting for or against the proposition.

Proposition

“The reauthorization of the local sales and use tax in the city of Coffee City at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized”

The Mayor discussed the usage of the collected sales for the previous four years. She said that Part of the funds were used to purchase chain saws and other equipment. A culvert on Stevenson Road was replaced, and two miles of roadway was re-paved on Coffee Landing and Stevenson roads. Matching funds from this account was used in a road improvement grant that re-paved 3 roads in the Highsaw Sub division.

Don Weaver made a motion to put this proposition on the November 2018 ballot, and the motion was seconded by David Jenkins. A vote was taken and was unanimous.

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5. Discuss the GrantWorks Home Investment Partnership Program for the City and see if there is enough interest to put it on next month's agenda.

The GrantWorks Home Grant for low income housing was discussed. Several questions were asked about the program including:

- The stipulation of the program that \$40,000.00 had to be kept in reserve.
- Don Weaver asked if that was per house/applicant. Mayor Drost stated that she believed that that was for the entire project, and that she would find out more information.
- Phil Rutledge asked if people in mobile homes qualified for the program. The Mayor stated that she believed that they were, but would find out.
- A statement was made that the people having their homes renovated would have to vacate the home for a period of six months at their own expense.

The Mayor stated that she would get the questions answered and present them at the next council meeting. She also stated that she would place this grant program on the March 2018 agenda.

6. Consider and Act upon the inter-local agreement for Henderson County to hold the November 2018 city elections.

The mayor stated that in order for the city to hold the general election in November, that the inter local agreement with Henderson County had to be signed and returned. She stated that there were four positions open on the council and that the information had to be posted by June 2018. Councilman Don Weaver made a motion to sign the Inter Local agreement and Councilman Jenkins seconded the motion. A vote was taken and was unanimous.

7. Mayors Report:

The mayor stated that we have had a difficult time getting the FY 2016 audit completed. She also stated that the auditor had indicated that it would be complete by the end of February 2018. The mayor also asked if we should pursue retaining a different auditor going forward. Councilman Phil Rutledge stated that we should continue with the auditor that we have until we see if she was going to produce an audit.

8. EDC Report:

Sandy Atteberry stated that the EDC started the month with \$124,855.54 in the general account. The EDC secretary was paid \$350.00, \$43.00 for the electric in # 2, \$32.00 for electric in unit 4, \$215.00 to the city for TML liability Insurance, \$110.00 was paid for mowing, \$96.00 was paid for repairs on unit 2, paid \$3,135.15 in property tax, \$49.79 for the water bill, and the bank miles was \$19.26.

\$500.00 was collected in rent for unit 2, \$900.00 in rent was collected for unit 1, \$900.00 in rent was collected for unit 4, \$4,996.02 was collected from state sales tax. This ended the month with \$127,197.76 in the general account.

In the HOT account they started the month with \$104,032.44 The Lake Palestine Motor Inn brought in \$1,164.86, the Lake Palestine Resort brought in \$232.39, paid web master \$200.00 leaving the account with \$105,229.69

9. Municipal Court:

No report given due to judge being out on medical leave.

10. Police Department:

January 2018 - 60 calls for service, 3 accidents, 15 agency assists, 6 alarm calls, 1 burglary of a building, 1 civil matter, 1 delivery of marijuana, 1 loose livestock, 3 motorist assist, 1 road hazzard, 2 suspicious person, 2 suspicious vehicles, 6 thefts, 2 UUMV, 1 suicidal subject, 1 reckless driver, 1 POCS, 1 unlawful carrying a weapon, 2 DWLI, 3 welfare concerns, 1 911 hangup, 2 disturbances, 1 noise complaint, 1 failure to identify, 6 game room related, 6 call outs, 4 arrests. 195 citations issued, 36 warnings issued total 231 citations.

11. Fire Department:

2 building fires, 4 grass fires, 8 medical calls, 1 tree obstruction, 1 boat call, 1 car fire, 2 MVA, 1 public service. We currently have 14 senior firefighters and 2 explorers.

Upcoming events:

March 04 through 9th TEEX Spring Fire School sending 5

April 7th is third party testing for certification Testing 5

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Easter Event TBD

May fest tentative date May 19th (Will concrete after the EDC meeting.

June 21-27 SFFMA Annual Meeting.

12. Adjournment.

A motion to adjourn was made by Terry Cooper and seconded by Phil Rutledge. A vote was taken and was unanimous.

**ATTEST:**

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Pam Drost, Mayor

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Douglas Davis, City Secretary

**March 12, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**March 12, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on March 12, 2018, at the Coffee City 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 - (Absent Excused)
Riley Standifer, Alderman	Chris Moore, Fire Chief
Terry Cooper, Alderman	Scott Medcalf, Police Chief
David Jenkins, Alderman	

Quorum - All voting members of the city council are present.

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Consider and Act Upon the Consent Items.  
Councilman Phil Rutledge made a motion to accept the consent items as presented. Councilman Don Weaver seconded the motion. A vote was taken and was unanimous.
2. Open Forum:  
Ms. Wright from the Highsaw subdivision spoke to the council requesting an update on the removal of uninhabitable mobile homes in the Highsaw subdivision. The mayor stated that there was not anything in the works at this time, and said that we would have to look at the ordinance again to see if addressed the sub-standard property. The mayor asked councilman Rutledge if he recalled if the ordinance spoke to these concerns. Councilman Rutledge stated that the ordinance did speak some to this issue, and also stated that he had spoken with the police chief about revisiting the issue in hopes of getting the landowners motivated to start cleaning up the area again.
3. Ordinance to have an election. Tabled until April 2018 city council meeting.  
A motion to table was made by Councilman Phil Rutledge, and seconded by Councilman Terry Cooper. A vote was taken and was unanimous.
4. Consider and Act upon the Grant Works Home Program.  
The Mayor stated that she contacted Trey Davis with Grant Works. He sent a list of answers back addressing the questions that arose when the project was first presented. Councilman Phil Rutledge asked Chief Moore how the program went when the city of Berryville did it. Chief Moore stated that the people in Berryville that were a part of the program usually moved in with relatives during the building process. Councilman Rutledge asked if any mobile homes were a part of the project in Berryville. Chief Moore said that he was not aware of any. Councilman Rutledge stated that when he read the information, he understood that if the home was a mobile home, it would be replaced by a mobile home. Councilman Weaver stated that he did not believe that was the case. He went on to state that the way he read the information, all homes that were being replaced in this program would be standard construction.  
  
There was a question from the room. A lady asked if the program was for residents of the Coffee City community? The mayor responded stating that it was for the Coffee City citizens and it was based on a income system. She also stated that the resident would have to make application to the city.  
  
Councilman Don Weaver made a motion to go forward with the program, and Councilman Terry Cooper seconded the motion. A vote was taken and was unanimous.
5. Consider and Act upon re-appointment or non-appointment of Wesley Beard to the EDC board.  
The Mayor spoke about the last EDC meeting that was in November 2017 and said that most of the discussion took place over a roof on the Lake Palestine Center (The strip center owned by the EDC). She stated that the meeting was an hour and a half long, and after she listened to it she "was quite hot under the collar", she was disappointed at some language that was used, and was disappointed in the way that the meeting was held. She stated that she had texted Wesley Beard and asked for his resignation. The mayor said that Mr. Beard said that he would like to give his side of the story, and the Mayor said that was fine, that's what we would do. The Mayor stated that she transcribed the recording of the EDC meeting and that she gave a copy of the recording and the transcription to each of the council members about a week before the February City Council meeting for their review. The Mayor stated that she had talked

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to Mr. Beard a second time and that perhaps they could come to a better understanding than just asking for a resignation. The Mayor stated that in future EDC meeting that she would like them videotaped as is done in the city council meetings. She went on to say that the city council appoints EDC members, and that the EDC elects its own officers for a two year term. The Mayor stated that Mr. Beard's appointment to the EDC is up and actually past due. She stated that next month (April 2018) that Don Weaver, Jim Begerly, Sandy Atteberry, and Larry Paxton to consider re-appointments or non-appointments. In May 2018 we have Cindy McClanahan to consider, and in February 2019 we have Donna Douglas to consider. Councilman Rutledge commented that tonight was the first time that he had met Mr. Beard, and that he had heard that his reputation around town had been very good. Councilman Rutledge stated "I listened to the tape. I read all the paperwork. I was basically disappointed and as the mayor said basically nothing got handled. Councilman Rutledge stated that the roof and signage was talked about during the EDC meeting, but it was mostly arguments. Councilman Rutledge stated to Mr. Beard that he had made the comment on several occasions about how good a businessman he was. Councilman Rutledge said that he had no doubt that Mr. Beard was a good businessman, but he was upset by the lack of Mr. Beard's professionalism during the meeting. Councilman Rutledge stated that during the meeting Mr. Beard called one of our tenants a used car salesman. Mr. Beard replied that he did not call the tenant a used car salesman, but called him a snake oil salesman. Councilman Rutledge asked Mr. Beard if he was adverse to apologizing for that statement. Mr. Beard stated that he stepped outside that evening in the presence of the fire chief and spoke with Mr. Anthony (The tenant) and apologized. The Mayor stated that the EDC was their own entity, but the city is responsible for the EDC, and that she was upset that nothing was getting done by the EDC.

Councilman Rutledge asked Mr. Beard if he had any suggestions of what could be done to get things accomplished. Mr. Beard stated that he had not lost his cool as bad as the evening of the EDC meeting, and he had been a businessman for forty-five years. He stated that he owned numerous properties in Coffee City, and that there is no body that wants Coffee City to flourish or do better. He stated that he was not for illegal game rooms, and he was not for security companies that bring their city vehicles from Cuney and rent office space from the Coffee City EDC. He stated that the problem with the board that he serves on (The Coffee City EDC) is that we have bad leadership. Mr. Beard stated that they had a past member that "had his hand in the cookie jar at every turn that has received thousands and thousands and thousands of dollars from the EDC of Lake Palestine." He stated that there were now checks and balances in place now where anything that the EDC spends over ten thousand dollars has to be approved by the city council. Mr. Beard stated "I feel that some members of the board are living out a fantasy of running their business streams at the expense of your tax dollars and sales tax revenue". Mr. Beard stated that the first words out of the mouth of Mr. Anthony were "if you want to get screwed" Mr. Beard stated that he stopped it right there.

The Mayor stated that the other thing that concerned her in the EDC meeting was the over talking. She also stated to Mr. Beard that she wanted him to stay on point, and to state why he wanted to stay on the EDC board. She also stated that she did not want to hear any more criticism of others. The Mayor stated that Mr. Beard is just one vote on the EDC board. Mr. Beard said "so that's the key point, as the Mayor just pointed out, I'm just one vote, I'm just one vote, and um but I do feel that I'm a steward for the people, I live here, I've invested here." He stated that he likes the Mayor and considers her a friend, but when he believes in something he fights. He stated, "If calling somebody a snake oil salesman is a reason for me not to be on this board at looking at how our money is spent then I don't, I don't deserve, I don't want to be on the board. Mr. Beard spoke about the roof bid for the shopping center. The Mayor stopped Mr. Beard and said that the roof was not the issue that was being discussed.

Councilman Weaver said that the EDC had voted on Mr. Beard's choice of roofers and it was voted down. Councilman Weaver stated that he personally invited each of the companies bidding for the roof job to come to the EDC meeting, but the only one that showed up was Mr. Anthony. A woman from the audience asked what the EDC's procedures were on the bidding process. The Mayor stated that there is a bidding process. Councilman Weaver stated that Mr. Anthony was not a tenant at the time he was asked to bid on the roof repair. Another person from the audience asked if sealed bids were taken. The Mayor answered that they were not sealed bids per say but when they came in they were given to the EDC secretary. Mr. Adam Gonzales said that Mr. Beard had made some accusations and wanted to know who he was talking about. The Mayor stopped Mr. Gonzales and stated that she was not going to put Mr. Beard in that position.

A motion was made by Councilman Riley, and seconded by Mr. Cooper to keep Mr. Beard on the EDC. A vote was taken: Councilman Riley, Councilman Cooper, and Councilman Jenkins voted Yes. Councilman Weaver and Councilman Rutledge voted No. The motion carried with a three to two vote.

6. Consider and Act upon sending Lorena Gonzales to the next available continuing education class for court clerk. This will be paid for from the municipal account.  
A motion to accept was made by Councilman Cooper, and seconded by Councilman Standifer. A vote was taken and unanimously approved.

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7. Consider and Act upon approving the EDC to expend funds for signage.

Chief Moore gave a presentation showing several different sign options and the projected cost of each. Then Mr. Justin Bush of Dactronics and Mr. Cillers of Sign Master spoke to the council about their sign offerings. The council discussed the sign options and Councilman Rutledge made a motion that sixty thousand dollars be spent for two signs, to be decided at each location. Councilman Cooper seconded the motion. A vote was taken and carried unanimously.

A person from the audience asked to speak. She stated that she had been at the EDC meetings before and that she would participate in the meetings if there was better publication as to when they were being held. Mayor Drost spoke to that stating to Councilman Weaver that there needs to be consistency in the EDC meetings. The Mayor spoke to the fact that the reason some of the EDC meetings were not held was because there was not enough board members to make a quorum. She said that if there was not enough members to make a quorum then get rid of those members and get some new ones that would show up.

A gentleman from the audience spoke up and stated that the EDC is a government entity and operates under the Open Meetings Act and asked if the meetings for the EDC had to be announced. The Mayor stated that the meeting notice was posted seventy-two hours in advance of the meeting. Another gentleman in the audience asked about the game room situation. The Mayor said that she would tell him what she knew. She said that Henderson County went in to Spin and Win. She stated that all she knew what was in the paper. She stated that the city was not aware that it was going to happen. The gentleman asked if the Coffee City Fire Department sponsored the sweepstakes at T's game room? The mayor answered that they did not sponsor any of the game rooms. She stated that there was a sign that was put up that said something to that effect, and we (the city) had them take it down. The gentleman asked if there was anything that could be done to insure that there were not any more game rooms in the city. The Mayor stated that the city has an ordinance allowing them to operate as a sweepstakes. She said that they went to their attorney and had an ordinance created to make it as difficult as possible for them to open up. She went on to say that the city charged them the highest amount that they thought they could, the city put stipulations on them that would make it harder for them to open up. Then when the city realized that game rooms were coming from everywhere, the council put together an amendment to the ordinance limiting the game rooms to the three that were currently operating. Councilman Rutledge stated that when they heard the first game rooms were coming in, they went to Henderson County and said that we did not want these here what can we do to stop them, and they basically said that there is nothing at this point we can do. The Mayor stated that she had talked to Body Hilhouse herself and he said make it as hard for them as you can. The Mayor said "no more, we will not have another application for a game room".

8. Mayors Report:

- The mayor stated that she had thought that the audit would be complete this month, but it is not complete yet. She said that she felt that it would be ready by the April council meeting.
- Spring cleanup weekend will be on Saturday April 28, 2018. All of the dumpsters will be at the city.

9. EDC Report:

The EDC reported the following for the month of February 2018:

General Account			
Beginning Balance - \$ 127,1197.76		Ending Balance - \$ 135,528.70	
Income		Expense	
Pizza Pro - January Rent	\$ 900.00	Small Cities class (fuel)	\$ 15.01
Pizza Pro - February Rent	\$ 900.00	EDC Secretary	\$ 350.00
H&R Block - February Rent	\$ 900.00	Cindy McClanahan (Travel)	\$ 117.70
Sales Tax	\$ 6,411.55	TVEC for LP Center #2	\$ 131.00
LP Center Rent # 2	\$ 500.00	TVEC for LP Center #4	\$ 76.00
		Pedro Gonzales (Mowing)	\$ 110.00
		Coffee City TML (Insurance)	\$ 294.00
		TVEC LP Center #2 (final bill)	\$ 160.74
		Sandy Atteberry (bank miles)	\$ 26.16

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Hotel Occupancy Account			
Beginning Balance - \$106,675.22		Ending Balance - \$ 106,475.22	
Income		Expense	
Lake Palestine Motor Inn	\$ 1,162.24	Webmaster	\$ 200.00
Lake Palestine Resort	\$ 283.29		

10. Municipal Court:

The Coffee City Municipal Court reported the following for the month of February 2018:

Court Expenses	
State Tax Breakout	\$ 25,239.88
Building Security Fund	\$ 342.89
Court Technology Fund	\$ 457.12
State share of fines collected	\$ 8,924.54
Other court cost	\$ 865.00
Total transferred to General Fund	\$ 14,650.33
Commission on warrants collected	\$ 250.00

Fines Collected	
MVBA	\$ 0.00
In-House Warrant Collections	\$ 4,907.16
Fines paid by mail or at counter	\$ 9,743.17

11. Police Department:

The police department had 30 calls for service in the month of February 2018, wrote 151 citations, and issued 33 warnings.

Calls For Service				Traffic Violations			
Agency Assist	3	Road Hazard	1	Speeding	107	Expired Registration	1
Death Notifications	1	Suspicious Person	3	Defective Equip.	7	Expired DL	3
Disturbance	3	Welfare Concern	2	No DL	10	DWLI	1
Drug Paraphernalia	1	Wanted Subject	3	Expired Registration	2	Failure to signal	1
DWLI	1			Driving W/O License	1	Following to close	2
Loose Livestock	3			Fail to change Address	2	Fail to maintain lane	1
Minor in Possession	1			No Insurance	3	No Seatbelt	2
Motorist Assist	5			Failure to dim headlight	1	No front LP	1
Open Door	1			Disregard stop sign	2	Driving on wrong side	1
Reckless Driver	2			Open Container	1	Minor in Possession	1

12. Fire Department:

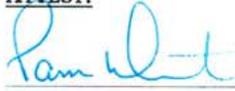
The Coffee City Fire Department had 23 calls for service in the month of February 2018. They currently have 14 senior firefighters, and 2 Explorers.

Building Fires	2	Good Intent	0
Grass Fires	4	Motor Vehicle Accidents	2
Medical Calls	9	False Alarms	0
Tree Obstructions	2	Public Service	2
Boat Calls	2	Down Power Lines	0

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13. Adjournment.

**ATTEST:**



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Pam Drost, Mayor



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

## **April 09, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**April 09, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on April 09, 2018, at the Coffee City Court Room, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

	Pam Drost, Mayor	
Phil Rutledge, Mayor Pro Tem		Douglas Davis, City Secretary
Don Weaver, Alderman		Shellena Bivens, Municipal Court Judge
Riley Standifer, Alderman		Chris Moore, Fire Chief
Terry Cooper, Alderman		Scott Medcalf, Police Chief
David Jenkins, Alderman		

Quorum - All voting members of the city council are present.

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Consider and Act Upon the Consent Items.  
A motion was made by Councilman Weaver to accept the consent items as written. The motion was seconded by Councilman Jenkins. A vote was taken, and was unanimous.
2. Open Forum:  
There were no speakers for the open forum.
3. Presentation of audit by Morgan LaGrone  
Morgan LaGrone presented her findings for the 2016 audit, and outlined areas that needed improvement.
4. Consider and act upon using Morgan LaGrone, CPA, PLLC to conduct our 2016 - 2017 audit.  
Councilman Standifer made a motion to retain Morgan LaGrone as auditor . Councilman Rutledge seconded the motion. A vote was taken and was unanimous.
5. Consider and Act upon the re-appointment or non-appointment of Don Weaver to the EDC board.  
A motion to re-appoint was made by Councilman Rutledge and seconded by Councilman Jenkins. A vote was taken and was unanimous.
6. Consider and Act upon the re-appointment or non-appointment of Larry Paxton to the EDC board.  
A motion to re-appoint was made by Councilmen Weaver and seconded by Councilman Standifer. A vote was taken and was unanimous.
7. Consider and Act upon the re-appointment or non-appointment of Jim Beggarly to the EDC board.  
A motion to re-appoint was made by Councilmen Weaver and seconded by Councilman Rutledge. A vote was taken and was unanimous.
8. Consider and Act upon the re-appointment or non-appointment of Sandy Atteberry to the EDC board.  
A motion to re-appoint was made by Councilmen Weaver and seconded by Councilman Jenkins. A vote was taken and was unanimous.
9. Consider and act upon scheduling a Budget Workshop.  
The council discussed a budget workshop, and decided to hold the workshop on May 10, 2018 at 2:00 pm in the Coffee City court room.
10. Discuss Kilo Park  
Councilman Jenkins asked why Kilo Park was not being used. Councilman Rutledge stated that the park was not owned by the city.
11. Budget Review.  
The council reviewed the 2018 budget to date.

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**April 09, 2018**

12. Consider and Act upon approving the interlocal agreement for animal control.  
The interlocal agreement was discussed and a decision was made to abolish the city ordinance regarding animal control.
13. Discuss the animal control ordinance.  
The council discussed the ordinance and a motion was made to repeal it by Councilman Cooper. Councilman Weaver seconded the motion. A vote was taken and was unanimous.
14. Mayor's Report:
  - a. Discuss implementation of the GrantWorks Home Program.
  - b. Discussed the Spring Cleanup by Allied Waste to take place on April 28, 2018.
15. EDC Report.  
(See attached Report)
16. Municipal Court Report.  
(Report Attached)
17. Police Report.  
(Report Attached)
18. Fire Report.  
(Report Attached)
19. Adjournment.

**ATTEST:**

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

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

## **May 14, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**May 14, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on May 14, 2018, at the Coffee City 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
Riley Standifer, Alderman	Scott Medcalf, Police Chief
Terry Cooper, Alderman	
David Jenkins, Alderman - Absent	

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Consider and Act Upon the Consent Items
  - a. Approve Minutes from the April 09, 2018 Council Meeting, as written.
  - b. Approve the Check Register for the month of April 2018.

*Mayor Pro tem Rutledge made a motion to accept the consent items. Councilman Cooper Seconded the motion. A vote was taken and was unanimous.*

2. Open Forum.

*Gene Keenan from Republic Waste gave a check for the May Fest Events.*
3. CD Renewals. CD 40K (Maturity date 05/28/2018), Emergency Fund (Maturity date 06/17/2018).

*Councilman Weaver stated that due to the current financial stability of the city, he would make a motion that the council renew both of the CDs in question. Councilman Standifer seconded the motion. Mayor Pro Tem Rutledge asked for what length of time, and Councilman Weaver stated that he felt a year was adequate. A vote was taken, and was unanimous.*
4. David Jenkins resignation  
*Mayor Drost announced that Councilman David Jenkins was resigning, and read a letter from Mr. Jenkins to the council.*
5. Ordinance to repeal the Animal Ordinance #20120409. At the April meeting, there was a unanimous vote to repeal this ordinance; however, it takes an Ordinance to repeal an Ordinance and we did not have this Ordinance at the time.

*Councilman Weaver stated that he had read the ordinance, and that it was clear and to the point. Councilman Weaver made a motion to approve the ordinance. Councilman Cooper seconded the motion. A vote was taken and was unanimous.*
6. Re-Appoint or Non-Appointment of Cindy McClanahan to the EDC.

*Councilman Weaver stated that Cindy participated well and was interested in taking training for the position. Mayor Pro Tem Rutledge made a motion to re-appoint Cindy McClanahan to the EDC. Councilman Cooper seconded the motion. A vote was taken and was unanimous.*

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**May 14, 2018**

7. Mayors Report:

*The Mayor announced that we will be holding our elections in November. She stated that Place 1, Place 3, Place 5, and the Mayor's seat would be up for election. She said that legally we had to make that information public in June, but we would be posting that information later this month. The council discussed the success of the Spring Cleanup Day*

8. EDC Report

The EDC reported the following for the month of April 2018:

General Account			
Beginning Balance - \$ 139,900.80		Ending Balance - \$ 131,606.97	
Income		Expense	
H&R Block - February Rent	\$ 900.00	EDC Secretary	\$ 350.00
Sales Tax	\$ 4,285.33	TVEC for LP Center #2	\$ 131.00
LP Center Rent # 2	\$ 500.00	TVEC for LP Center #4	\$ 73.00
		Pedro Gonzales (Mowing)	\$ 220.00
		Coffee City TML (Insurance)	\$ 294.00
		TVEC LP Center #2 (final bill)	\$ 160.74
		Sandy Atteberry (bank miles)	\$ 45.78
		Evans Air Conditioning	\$ 6,045.00
		Hot Tax Webinar	\$ 65.00
		New Roof (Ryan Anthony) 1/2 Down	\$ 7,200.00

Hotel Occupancy Account			
Beginning Balance - \$106,675.22		Ending Balance - \$ 106,475.22	
Income		Expense	
Lake Palestine Motor Inn	\$ 1,485.78	Webmaster	\$ 200.00
Lake Palestine Resort	\$ 814.08	Frankston Citizen	\$ 224.00
		Sign Masters	\$ 23,200.00

9.

The Coffee City Municipal Court reported the following for the month of April 2018:

Court Expenses	
State Tax Breakout	\$ 45,795.12
Building Security Fund	\$ 643.77
Court Technology Fund	\$ 858.53
State share of fines collected	\$ 15,857.75
Other court cost	\$ 617.00
Total transferred to General Fund	\$ 26,818.07
Commission on warrants collected	\$ 700.00

Fines Collected	
MVBA	\$ 0.00
In-House Warrant Collections	\$ 6,250.00
Fines paid by mail or at counter	\$ 19,828.91

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**May 14, 2018**

10. Police Department:

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERIOD: April 2018

In the month of April the Coffee City Police Department had 40 calls for service or officer initiated activity

. Accident:1	Motorist assist: 1	Warrant service: 2
Agency Assist: 6		Ordinance Violation: 5
Alarm: 2		Possession of Controlled Sub: 2
Animal call: 2		Possession of marijuana: 2
Assault-FV: 1		Reckless Driver: 1
Deadly Conduct: 1		Road Hazard: 1
Disturbance: 1		Shots fired: 1
Drug paraphernalia: 2		Suspicious person: 1
Fail to ID-Fugitive: 1		Suspicious vehicle: 2
Fictitious/altered MVR: 1	Theft: 2	Arrests: 7
Loose livestock: 1	Unlawful carrying of weapon: 1	Call outs: 3

The CCPD currently has 2 Full time officers, 1 Part time officer, 7 Reserve Police Officers, 4 Recruits. James Robbins: 24 hrs	Kayla Sartor: 35 hrs
John Shelton (PT): 131 hrs	Sam Mohamad: 25 hrs
Wayne Frazier: 20 hrs	David Hoy: 40.25 hrs
Shawn Cabbage: 20.5 hrs	Dedrick Howard: FTO: 16 hrs
Deborah Clark: Full time	Matthew Roberts: FTO: 16 hrs
Mitchell Bascomb: 10 hrs	Frank Serrato: FTO: 10 hrs
	Brian Kuntz: FTO: 10 hrs

11. Fire Department:

FOR THE PERIOD ENDING: 30 April 2018

1	Building Fires	0	Good Intent
3	grass	1	MVA's
10	Medical Calls	1	False Alarm (Control Burn)
2	Tree Obstruction	1	Public Service (Unlock car)
0	Boat Calls	0	Down Power Line

In the month of April, we had 19 calls for service. Call volume is average  
We currently have 14 Senior Fire Fighters and 2 Explorers

***Upcoming events:***

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**May 14, 2018**

May 12<sup>th</sup> is Fly In at Aero Estates  
May Fest Date 19 May ( Fliers are out, EDC has not meet to concrete event at this time)  
June 21 – 27 2018 SFFMA Annual Meeting

Adjournment.

**ATTEST:**

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

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

## **June 11, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**June 11, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on June 11, 2018, at the Coffee City 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
Riley Standifer, Alderman	Scott Medcalf, Police Chief
Terry Cooper, Alderman	
David Jenkins, Alderman - Absent	

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

**1. Call to Order**

**2. Roll Call and announce if a quorum is present**

*Roll was called and Councilman David Jenkins was absent. A quorum is present.*

**3. Consider and Act Upon the Consent Items #4 and #5**

*Councilman Cooper noticed that in May 14, 2018 minutes under the EDC report, that Sign Masters \$23,200.00 was listed as an income item and should have been listed as an expense item. With that correction being, Councilman Rutledge made a motion to accept the items. Councilman Weaver seconded the motion. A vote was taken and was unanimous.*

**4. Approve Minutes from the May 14, 2018 Council Meeting, as written.**

**5. Approve the Check Register for the month of May 2018.**

**6. Open Forum.**

*There were no speakers in the open forum.*

**7. Ratify the proposed budget for Fiscal Year 2018- 2019**

*The Mayor stated that instructions were given to the departments, that just because the budget was approved, major expenditures still needed approval. The Mayor then asked the council if there were any questions about the proposed budget, and no questions were brought forth.*

*Councilman Weaver made a motion to approve the 2018-2019 budget as proposed. Councilman Standifer seconded the motion. A vote was taken and was unanimous.*

**8. Ratify the order for Coffee City general elections to be held on November 11, 2018.**

*The Mayor stated that since the council had already approved the elections, that this was just a formality required by the state. A copy of the "Order for Election" was passed around and signed by each council member. Councilman Weaver motioned to accept, and councilman Cooper seconded the motion. The vote was unanimous.*

**9. Mayors Report:**

*The Mayor spoke of the May Fest 2018 event, and said that it was great.*

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**June 11, 2018**

**10. EDC Report**

5/1/2018	2379	Shellena Bivens (EDC Sec./May)	350.00		131,256.97
5/1/2018	2382	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		131,146.97
5/4/2018	D.Card	Monarch Water, Lake Palestine Center	124.48		131,022.49
5/4/2018	D.Card	TVEC (Lake Palestine Center #4)	72.00		130,950.49
5/7/2018		Pizza Pro (Rent #3 & #4 for March) Lake Palestine Center		900.00	131,850.49
5/9/2018	2383	Sonny Nash (Concrete work - Community Center)	3,000.00		128,850.49
5/11/2018		H & R Block (Rent #1 Lake Palestine Center)		900.00	129,750.49
5/15/2018	2384	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		129,640.49
5/21/2018		Sales Tax		5,027.89	134,668.38
5/23/2018		Rent #2 Lake Palestine Center		500.00	135,168.38
5/23/2018	2385	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		135,058.38
5/31/2018	D.Card	Monarch Water, Lake Palestine Center	148.86		134,909.52
5/31/2018	2386	Sandy Atteberry (bank miles - May)	32.70		134,876.82

**2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

	Income	Expense	Balance
Beginning Balance			\$ 86,611.79
LP Motor Inn	\$ 1,089.96		\$ 87,701.75
LP Resort	\$ 885.24		\$ 88,586.89
Webmaster		\$ 200.00	\$ 88,386.89
Frankston Citizen		\$ 256.00	\$ 88,130.89
Coffee City / May Fest		\$ 8,500.00	\$ 79,630.89

**11. The Coffee City Municipal Court reported the following for the month of May 2018:**

<b>Court Expenses</b>	
State Tax Breakout	\$ 35,444.26
Building Security Fund	\$ 532.46
Court Technology Fund	\$ 710.12
State share of fines collected	\$ 13,669.38
Other court cost	\$ 4,459.02
Total transferred to General Fund	\$ 16,073.28
Commission on warrants collected	\$ 1,000.00

<b>Fines Collected</b>	
MVBA	0.00
In-House Warrant Collections	\$ 5,273.36
Fines paid by mail or at counter	\$ 10,799.92

**12. Police Department:**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**June 11, 2018**

Accident: 1	Nuisance ordinance violation: 1
Agency Assist: 7	Possession of Controlled Sub: 2
Assault: 2	Possession of marijuana: 2
Burglary of habitation: 2	Public Intoxication: 1
Civil Matter: 1	Road hazard: 2
Criminal Trespass: 2	Suspicious person: 3
Counterfeit money: 1	Suspicious vehicle: 3
Disturbance: 3	Terroristic Threat: 1
False report to Peace Officer: 1	Theft: 2
Loose livestock: 2	Unlawful carrying of weapon: 1
Motorist Assist: 4	Arrests: 3
	Call outs: 2 (1506)

Call outs: 1506 (Disturbance, Assault)

Arrests: Possession of marijuana x 1, POCS x 2

May 2018: The Coffee City Police Department      Expired MVR: 3  
issued 191 citations and issued 41 warnings,  
totaling 232 contacts. **Citations:**

Speeding: 143	Public Intoxication: 1	Speeding: 18
Defective equipment: 2	No LP light: 2	Defective equipment: 5
No driver's license: 9	Expired DL: 3	Fail to signal turn: 1
Expired MVR: 7	Open container: 1	Fail to signal lane change: 1
Driving w/o license: 2	DWLI: 1	No LP light: 1
Fail to change address on DL:1	Failed to dim headlights: 1	Parking more than 18 inches from curb: 1
No insurance: 7	No child safety seat: 1	No dl: 2
Drug paraphernalia: 1	WARNINGS:	DL restriction: 2
Disregard Stop Sign: 5	No insurance: 1	
Driving down turn lane: 1	No rear LP: 1	Backed when unsafe: 1
No front LP: 3	Fail to change address on dl: 4	Fail to yield to emerg veh.: 1

**13. Fire Department:**

In the month of May, we had 18 calls for service. Call volume is average

1 Building Fires 0 Good Intent

3 grass 1 MVA's

7 Medical Calls 1 False Alarm (Control Burn)

2 Tree Obstruction 0 Public Service (Unlock car)

3 Boat Calls 0 Down Power Line

We currently have 14 Senior Fire Fighters and 2 Explorers

Past Events

Fly In at Aero Estates went well

May Fest: Bass had 13, Car Show had 12 (which was an improvement from last year), Activities were a hit as well

**Upcoming events:**

June 21 – 27 2018 SFFMA Annual Meeting

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
June 11, 2018

14. Adjournment.

The meeting adjourned at 6:16 pm.

**ATTEST:**

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

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

# **June 18, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF SPECIAL CITY COUNCIL MEETING**  
**June 18, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in special session on June 18, 2018, 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	Chris Moore, Fire Chief
Don Weaver, Alderman	
Riley Standifer, Alderman	
Terry Cooper, Alderman	

Quorum - All members present

Mayor Drost called the meeting to order at 3:30 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and act upon appointment of the new prosecutor Robert Sterken.  
*The mayor advised the council that our former prosecutor Jenny Palmer had resigned, and that the mayor had contacted our city attorney and asked for suggestion. She said that he had recommended Robert Sterken. The Mayor asked for a motion. Councilman Standifer made the motion to accept, and Councilman Cooper seconded the motion. A vote was taken and was unanimous.*
4. Executive Session in accordance with Texas Government Code Chapter 551, Sub Chapter D, § 551.074. Personnel Matters - Police Department Personnel; (Closed Meeting)  
*At 3:35 pm the mayor announced that the council needed to go in to a executive session. The council returned from executive session at 4:10 pm.*
5. Consider and act upon any discussion during executive session  
*Mayor Pro Tem Rutledge made a motion that the council accept Police Chief Scott Medcalf's resignation. Councilman Rutledge seconded the motion. A vote was taken and was unanimous*
6. Adjournment  
*The mayor asked for a motion to adjourn. Councilman Cooper made a motion to adjourn, and Councilman Weaver seconded the motion. A vote was taken and was unanimous.*

**CERTIFICATION**

I CERTIFY THAT A COPY OF THE FRIDAY, JUNE 15, 2018, SPECIAL CITY COUNCIL MEETING AGENDA OF ITEMS FOR CONSIDERATION BY THE COFFEE CITY, CITY COUNCIL WAS POSTED ON THE CITY HALL FRONT WINDOW AND WEBSITE ON FRIDAY, JUNE 15, 2018, AT 9:00 am.

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

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

## **July 09, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**July 09, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on July 09, 2018, 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
Riley Standifer, Alderman	
Terry Cooper, Alderman	

Quorum - All members present

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order
2. Roll Call and announce if a quorum in present.
3. Consider and Act Upon the Consent Items 4 and 5.
  - *Councilman Weaver made a motion to approve consent items 4 and 5, Councilman Standifer seconded the motion. A vote was taken and was unanimous.*
4. Approve Minutes from the June 11, 2018 Council Meeting, as written
5. Approve the check register for the month on June 2018
6. Open Forum:
  - *No one signed up to speak in the Open Forum*
7. Approve Lorena Gonzales to be sworn in as Municipal Court Clerk.
  - *Councilman Rutledge made the motion to accept Lorena Gonzales as a court clerk. Councilman Rutledge seconded the motion. A vote was taken and was unanimous. Public Notary Sandy Atteberry then came forward along with Lorena Gonzales and the oath of office was given.*
8. Review and accept 2017 audit.
  - *Morgan LaGrone spoke to the FY 2017 audit that was just completed. She spoke to the fact that management was responsible for the accounting practices of the city, and that the auditors were responsible for auditing and issuing an opinion on the financial statements. The uncollectable (Court Fines) was around 46%. She stated that last audit there had been significant difficulties in performing the audit, but this time there were no difficulties at all. Material misstatements (1) Allowance for uncollected fines receivable. (2) Adjustment to payable to EDC. There were no disagreements with management. The audit found three non-compliance issues. 2017-01 - Design of internal control over the preparation of financial statements. 2017-02 - Internal control over the process of verifying bank statement reconciliation. (Actions have been taken to correct this issue). 2017-03 internal control over segregation of duties (Reconciliation) Non-Compliance issues - 2017 -04 payroll tax reports were not submitted, 2017-05 payroll tax payments were not being made. (Corrected) 2017-06 the council did not budget the revenue or expenditures for the police grant and the roads grants. On the budget, the actual revenue was over the projected balance.*
  - *Councilman Rutledge made a motion to accept the 2017 audit, and was seconded by Councilman Cooper. A vote was taken and was unanimous.*
9. Mayors Report:
  - *The Mayor stated that the chief of police Scott Medcalf had resigned, and that they had interviewed two officers within the department to fill the chiefs position. She stated that they had decided to hire Frank Serrato for the position. She stated that he had a lot of chief experience. She stated that he would not be making any police changes right away, and they were going to just enforce the policies that were in place.*
  - *She stated that she had spoken with Mr. Richard Dorsey with TML Insurance. She also stated that there was a rate increase across the board that had not been budgeted. There was also an increase due to employee payroll, and an incident in 2015.*

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**July 09, 2018**

- The mayor spoke about new carpet being installed in the city hall the week of July 11-15, and along with the new carpet she stated that the city had hired a cleaning crew to come in weekly to maintain the building.
- The mayor spoke about the upcoming November 2018 general elections. She stated that Council places 1, 3, 5, and the mayors position were up for re-election. She stated that the information could be found on the city website, and in the foyer at city hall.

10. EDC Report: See Attached Report
11. Municipal Court: See Attached Report
12. Police Department: See Attached Report
13. Fire Department: See Attached Report
14. Adjournment.
- 15.

**ATTEST:**

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

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

**CITY OF COFFEE CITY**  
**MINUTES OF SPECIAL CITY COUNCIL MEETING**  
**June 18, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in special session on June 18, 2018, 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	Chris Moore, Fire Chief
Don Weaver, Alderman	
Riley Standifer, Alderman	
Terry Cooper, Alderman	

Quorum - All members present

Mayor Drost called the meeting to order at 3:30 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and act upon appointment of the new prosecutor Robert Sterken.  
*The mayor advised the council that our former prosecutor Jenny Palmer had resigned, and that the mayor had contacted our city attorney and asked for suggestion. She said that he had recommended Robert Sterken. The Mayor asked for a motion. Councilman Standifer made the motion to accept, and Councilman Cooper seconded the motion. A vote was taken and was unanimous.*
4. Executive Session in accordance with Texas Government Code Chapter 551, Sub Chapter D, § 551.074. Personnel Matters - Police Department Personnel; (Closed Meeting)  
*At 3:35 pm the mayor announced that the council needed to go in to a executive session. The council returned from executive session at 4:10 pm.*
5. Consider and act upon any discussion during executive session  
*Mayor Pro Tem Rutledge made a motion that the council accept Police Chief Scott Medcalf's resignation. Councilman Rutledge seconded the motion. A vote was taken and was unanimous*
6. Adjournment  
*The mayor asked for a motion to adjourn. Councilman Cooper made a motion to adjourn, and Councilman Weaver seconded the motion. A vote was taken and was unanimous.*

**CERTIFICATION**

I CERTIFY THAT A COPY OF THE FRIDAY, JUNE 15, 2018, SPECIAL CITY COUNCIL MEETING AGENDA OF ITEMS FOR CONSIDERATION BY THE COFFEE CITY, CITY COUNCIL WAS POSTED ON THE CITY HALL FRONT WINDOW AND WEBSITE ON FRIDAY, JUNE 15, 2018, AT 9:00 am.

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

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

**OPEN FORUM  
SPEAKER SIGN-UP SHEET**

**City of Coffee City Council Meeting  
July 09, 2018**

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

City of Coffee  
City Council Meeting  
July 09, 2018

**ATTENDEE SIGN-IN SHEET**

1. Cpl D. Clark
2. Morgan Lawrence
3. Cynthia Swanson
4. Edward Robinson
5. \_\_\_\_\_
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## **August 13, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**August 13, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on August 13, 2018, 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
Riley Standifer, Alderman	Frank Serrato, Police Chief
Terry Cooper, Alderman	

Quorum - All members present

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and Act Upon the Consent Items: #4, #5, and #6.

*Councilman Weaver made a motion to accept the consent items as written, and the motion was seconded by Councilman Cooper. A vote was taken and was unanimous.*

4. Approve Minutes from the July 09, 2018 Council Meeting, as written.
5. Approve the Check Register for the month of July 2018.
6. Approve Minutes from June 18, 2018 Special Council Meeting, as written.
7. Open Forum.  
*No speaker.*
8. Consider and Act upon appointing Ms. Cynthia Swanson to the Coffee City EDC board.  
*Councilman Weaver made a motion to accept Ms. Swanson to the EDC board, and Councilman Standifer seconded the motion. A vote was taken, and was unanimous.*
9. Swearing in of police chief Frank Serrato.  
*Sandy Atteberry swore chief Serrato in as the new police chief.*
10. Swearing in of police officer Joshua Jones.  
*Sandy Atteberry swore in officer Jones as a new reserve police officer.*
11. Consider and act upon Interlocal Agreement for Animal Shelter Services.  
*Mayor Drost spoke about the interlocal agreement with the county to provide animal sheltering services for the city. She stated that the cost to the city would be one thousand dollars a year. The mayor stated that we would need to take in fifty dogs a year to break even. She stated that she had spoken with county commissioner Ken Geeslin about the agreement and told him that she did not think that there were fifty dogs that were a problem to the city, he asked that the mayor get in*

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
August 13, 2018

*touch with the county attorney, Clint Davis. The mayor stated that Mr. Davis said that the interlocal agreement covered quarantine services as well. She stated that if we did not have to do the agreement, the citizens could take an animal for a fee of around twenty dollars, but the shelter would not accept an animal from the city without the agreement. Councilman Weaver asked about an article in the Frankston Citizen stating that the city of Berryville had picked up twenty dogs, and asked if they were paying the one thousand dollar fee. The mayor stated that she and councilman Rutledge had met with the mayor of Berryville and he said that most of the dogs that they collected was from one house. Councilman Cooper asked if we had that many dogs around, and was told that there were a few.*

*Councilman Weaver made a motion that the city not do the interlocal agreement, and the motion was seconded by councilman Standifer. A vote was taken and was unanimous.*

12. Consider and Act Upon using Morgan LaGrone, CPA, PLLC for our audit for Year End 2018  
*Councilman Standifer made a motion to use Morgan LaGrone again for the FY 2017-2018 audit, councilman Cooper seconded the motion. The vote was unanimous.*
  
13. Mayor's Report:  
The mayor reported that we did get our new carpet installed, and it came in under budget. She stated that she along with the fire chief and city secretary attended a public information class put on by Clint Davis, and stated that it was very informative. She stated that we have an election coming up in November and that we have until August 20<sup>th</sup> to get your name on the ballot. She stated that place 1, 3, and 5 were up for re-election as well as the mayor's seat.

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
 August 13, 2018

14. EDC Report.

**Date August 6, 2018**

**To: Members of the Coffee City Economic Development Board**

**From: Sandy Atteberry – Treasurer**

**Subject: July 2018 Finance Reports**

Please find attached the separate finance reports for July 2018, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

**Respectfully Submitted,**



SKA/sb

**cc: Pam Drost, Mayor**

**City Council Members (5)**

**EDC file**

7/1/2018	2394	Shelena Bivens (Sec. for EDC July)	350.00		131,697.81
7/1/2018	2395	City of Jacksonville TML Region 15 Quarterly Meeting	25.00		131,672.81
7/3/2018		Rent #2 Lake Palestine Center (June)		500.00	132,172.81
7/3/2018	D.Card	TVEC (last elec. Bill for #4)	57.58		132,115.23
7/10/2018	2396	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		132,005.23
7/17/2018		Sales Tax		3,763.25	135,768.48
7/17/2018		April Rent #3 & #4 Lake Palestine Center		900.00	136,668.48
7/17/2018		May Rent #3 & #4 Lake Palestine Center		900.00	137,568.48
7/18/2018		TVEC Refund (for last elec. Bill for #4)		57.58	137,626.06
7/20/2018	D.Card	TVEC elec. For sign at Lake Palestine Center	903.50		136,722.56
7/20/2018		Check from HOT Acct. for elec. (sign) at Lake Palestine Center		903.50	137,626.06
7/20/2018		Rent #2 Lake Palestine Center (July)		500.00	138,126.06
7/23/2018	2397	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		138,016.06
7/25/2018	D.Card	Monarch Water, Lake Palestine Center	117.46		137,898.60
7/25/2018		H & R Block (Rent #1 Lake Palestine Center)		900.00	138,798.60
7/31/2018	2398	Sandy Atteberry (bank miles-July)	39.24		138,759.36

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**August 13, 2018**

Coffee City  
**2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

DATE	CK #	PAYEE	INCOME				EXPENSES				BALANCE		
			LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Bank Chg				
												<b>104,032.44</b>	
JAN 2018			1,164.86	232.39							1,397.25	105,429.69	
	1067	Doug Webmaster						200.00			(200.00)	105,229.69	
Feb. 2018			1,162.24	283.29							1,445.53	106,675.22	
	1068	Doug Webmaster						200.00			(200.00)	106,475.22	
March '18			1,332.80	355.91							1,688.71	108,163.93	
	1069	Doug Webmaster						200.00			(200.00)	107,963.93	
	1070	Frankston Citizen (Ads)							32.00		(32.00)	107,931.93	
April 18			1,489.78	814.08							2,303.86	110,235.79	
	1071	Doug Webmaster						200.00			(200.00)	110,035.79	
	1072	Frankston Citizen (Ads)							224.00		(224.00)	109,811.79	
	1073	Sign Masters							23,200.00		(23,200.00)	86,611.79	
May 18			1,089.86	885.24							1,975.10	88,586.89	
	1074	Doug Webmaster						200.00			(200.00)	88,386.89	
	1075	Frankston Citizen (Ads)							256.00		(256.00)	88,130.89	
	1076	Coffee City/ Mayfest					8,500.00				(8,500.00)	79,630.89	
		ck 1078 (Nov'16) voided						(200.00)			200.00	79,830.89	
	May '17	deluxe bank charges								51.75	(51.75)	79,779.14	
June 18			1,634.71	718.86							2,353.57	82,132.71	
	1077	Doug Webmaster						200.00			(200.00)	81,932.71	
	1078	Sign Master/comm cent							9,000.00		(9,000.00)	72,932.71	

15. Municipal Court Report.

State Tax	\$17,922.03		
In House Warrant Collections	\$4,395.95	Warrants Cleared	10
New Cases Filed	130	Partially Satisfied by community service	1
Dismissal After Drivers Safety	69	Fully satisfied by community service	3
Dismissal after deferred disposition	32	Satisfied by jail credit	6
All other dismissals	11	Waived for indigency	0
Juvenile/Minor activity	0	Amount waived for indigency	0
Arrest Warrants issued	56		

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**August 13, 2018**

16. Police Report.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERIOD: JULY 2018

In the month of JULY the Coffee City Police Department had 8 calls for service and/or officer-initiated activities.

Accident:	Nuisance ordinance violation:	
Agency Assist: 2	Possession of Controlled Sub:	
Assault:	Possession of marijuana: 1	
Burglary of habitation:	Public Intoxication:	
Civil Matter:	Road hazard:	
Criminal Trespass:	Suspicious person: 1	
Counterfeit money: 2	Suspicious vehicle: 1	
Disturbance: 1	Terroristic Threat:	
False report to Peace Officer:	Theft: 1	
Loose Livestock:	Unlawful carrying of weapon:	Arrests:
Motorist Assist: 3	Missing Person: 1	Call outs: 8

Call outs: 8 . Arrests:

JUNE 2018: The Coffee City Police Department issued 80 citations and issued 16 warnings, calls for service totaling 103 contacts.

Citations:	NO Seat belt: 1	Expired MVR:
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**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
August 13, 2018

17. Fire Report.

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY  
COUNCIL

8 August 2018

DEPARTMENT: Coffee City Volunteer Fire Department  
FOR THE PERIOD ENDING: 31 July 2018  
SUBMITTED BY: Fire Chief Chris L. Moore

We are currently under a Burn Ban

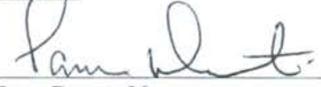
In the month of July, we had 17 calls for service. Call volume is below average

2	Building Fires	0	Good Intent
4	Grass	0	MVA'S
6	Medical Calls	0	False Alarm (Control Burn)
3	Tree Obstruction	0	Public Service (Unlock car)
2	Boat Calls	0	Down Power Line

We currently have 14 Senior Fire Fighters and 2 Explorers

Adjournment.

ATTEST:

  
Pam Drost, Mayor

  
Douglas Davis, City Secretary

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**September 10, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on September 10, 2018, 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
Riley Standifer, Alderman	Frank Serrato, Police Chief
Terry Cooper, Alderman	

Quorum - All members present

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and Act Upon the Consent Items: #4, and #5  
*A motion to accept the consent items was made by Councilman Don Weaver, and seconded by Councilman Phil Rutledge.*
4. Approve Minutes from the August 13, 2018 Council Meeting, as written.
5. Approve the Check Register for the month of August 2018.
6. Open Forum.  
*No speaker.*
7. Mayor Eugene Brooks, Frankston Mayor presented Coffee City assistant fire chief Paul Rife with a certificate of appreciation for all of the work that the Coffee City fire department has done to assist the city of Frankston.
8. Consider and Act upon moving the October 2018 council meeting from Monday October 08, 2018 to Tuesday October 09, 2018 due to the Columbus Day holiday.  
*Councilman Riley Standifer made the motion to change the date of the October 2018 council meeting. Councilman Terry Cooper seconded the motion. A vote was taken, and was unanimous.*
9. Consider and Act upon moving the November 2018 council meeting from Monday November 12, 2018 to Tuesday November 13, 2018 due to the Veterans Day holiday.  
*Councilman Phil Rutledge made the motion to change the date of the November 2018 council meeting. Councilman Riley Standifer seconded the motion. A vote was taken and was unanimous.*
10. Consider and act upon the candidates running for the Board of Trustees the TML Intergovernmental Risk Pool for the following places:  
*Randy Criswell was the council's selection for Place 11.*  
*Bert Lumbreras was the council's selection for Place 12.*  
*Byron Black was the council's selection for Place 13.*  
*David Rutledge was the council's selection for Place 14.*

**CITY OF COFFEE CITY  
MINUTES OF REGULAR CITY COUNCIL MEETING**

**September 10, 2018**

11. Mayor's Report.

*The Mayor announced that Saturday October 20, 2018 would be the city's fall cleanup weekend sponsored by Republic Waste.*

12. EDC Report:

**Date September 7, 2018**

**To: Members of the Coffee City Economic Development Board**

**From: Sandy Atteberry - Treasurer**

**Subject: August 2018 Finance Reports**

Please find attached the separate finance reports for August 2018, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

**Respectfully Submitted,**

A handwritten signature in black ink that reads "Sandy Atteberry". The signature is written in a cursive style with a horizontal line through the middle of the name.

SKA/sb

**cc: Pam Drost, Mayor**

**City Council Members (5)**

**EDC file**

8/1/2018	2399	Shellena Bivens (Sec. for EDC August)	350.00		138,409.36
8/7/2018	2400	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		138,299.36
8/8/2018		H&R Block (Rent #1 Lake Palestine Center)		900.00	139,199.36
8/22/2018	2401	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		139,089.36
8/29/2018	D.Card	Monarch Water, Lake Palestine Center	117.46		138,971.90
8/30/2018		Sakes Tax		4,949.79	143,921.69
8/31/2018	2402	Sandy Atteberry (bank miles - August)	26.16		143,895.53

Corrected

**Coffee City  
2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

DATE	CK #	PAYEE	INCOME		EXPENSES					BALANCE		
			LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Bank Chg			
											<b>104,032.44</b>	
JAN 2018			1,164.86	232.39							1,397.25	105,429.69
	1067	Doug Webmaster					200.00				(200.00)	105,229.69
Feb. 2018			1,162.24	283.29							1,445.53	106,675.22
	1068	Doug Webmaster					200.00				(200.00)	106,475.22
March '18			1,332.80	355.91							1,688.71	108,163.93
	1069	Doug Webmaster					200.00				(200.00)	107,963.93
	1070	Frankston Citizen (Ads)						32.00			(32.00)	107,931.93
April 18			1,489.78	814.08							2,303.86	110,235.79
	1071	Doug Webmaster					200.00				(200.00)	110,035.79
	1072	Frankston Citizen (Ads)						224.00			(224.00)	109,811.79
	1073	Sign Masters						23,200.00			(23,200.00)	86,611.79
May 18			1,089.86	885.24							1,975.10	88,586.89
	1074	Doug Webmaster					200.00				(200.00)	88,386.89
	1075	Frankston Citizen (Ads)						256.00			(256.00)	88,130.89
	1076	Coffee City/ Mayfest				8,500.00					(8,500.00)	79,630.89
		ck 1028 (Nov 16) voided					(100.00)				100.00	79,730.89
	May '17	deluxe bank charges							51.75		(51.75)	79,679.14
June 18			1,634.71	781.86							2,416.57	82,095.71
	1077	Doug Webmaster June					200.00				(200.00)	81,895.71
	1078	Sign Master/comm cent						9,000.00			(9,000.00)	72,895.71
	1079	Sign Masters/LPC						11,600.00			(11,600.00)	61,295.71
	1080	Frankston Citizen (Ads)						320.00			(320.00)	60,975.71
	1081	Doug Webmaster-July						200.00			(200.00)	60,775.71
July 18			1,352.58	914.26							2,266.84	63,042.55
	1082	Mike Sorrell elec						2,003.45			(2,003.45)	61,039.10
	1083	Coffee City/ditch witch						454.37			(454.37)	60,584.73
	1084	Frankston Citizen (Ads)						256.00			(256.00)	60,328.73
	1085	C. City EDC/elec/sign						903.50			(903.50)	59,425.23
	1086	Doug Webmaster-Aug						200.00			(200.00)	59,225.23
Aug 18			995.46	759.64							1,755.10	60,980.33

	1087	Coffee City - Maps						98.00		(98.00)	60,882.33
	1088	Chris Moore- Sign-Aug						200.00		(200.00)	60,682.33
	1089	Frankston Citizen (Ads)						192.00		(192.00)	60,490.33
	1090	Sign Masters (LPC)						11,600.00		(11,600.00)	48,890.33
	1091	Sign Masters (Comm.C.)						4,500.00		(4,500.00)	44,390.33
Sept 18										0.00	44,390.33
										0.00	44,390.33
										0.00	44,390.33
										0.00	44,390.33
TOTAL			10,222.29	5,026.67	0.00	8,500.00	1,300.00	65,039.32	51.75	(59,642.11)	44,390.33

13. Municipal Court Report.

State Tax	\$20,148.21		
In House Warrant Collections	\$2,638.98	Warrants Cleared	11
New Cases Filed	149	Partially Satisfied by community service	0
Dismissal After Drivers Safety	38	Fully satisfied by community service	0
Dismissal after deferred disposition	42	Satisfied by jail credit	6
All other dismissals	11	Waived for indigency	0
Juvenile/Minor activity	0	Amount waived for indigency	0
Arrest Warrants issued	119	Appeal to County	1

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**September 10, 2018**

14. Police Report.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERIOD: August 2018

In the month of May the Coffee City Police Department had 8 calls for service and/or officer initiated activities.

Accident: 1	Nuisance ordinance violation: 0	
Agency Assist: 10	Possession of Controlled Sub: 0	Minor inpossession: 1
Assault: 1	Possession of marijuana: 0	
Burglary of habitation: 0	Public Intoxication: 1	
Civil Matter: 1	Road hazard: 2	
Criminal Trespass: 2	Suspicious person: 2	
Counterfeit money: 0	Suspicious vehicle: 2	
Disturbance: 1	Terroristic Threat: 0	
False report to Peace Officer: 0	Theft: 2	
Loose livestock: 3	Unlawful carrying of weapon: 0	Arrests: 2 Call outs: 8
Motorist Assist: 7	Un secure load: 1	

August 2018. The Coffee City Police Department issued 144 citations and issued 33 warnings, totaling 177 contacts.

Citations:		Expired MVR:
Speeding: 114	Public intoxication: 1	Speeding: 21
Defective equipment: 2	No LP light: 1	Defective equipment: 3
No driver's license: 6	Expired DL: 0	Fail to signal turn: 1
Expired MVR: 3	Open container: 1	Fail to signal lane change: 0
Driving w/o license: 6	DWLI: 1	No LP light: 1
Fail to change address on DL: 1	Failed to dim headlights: 0	Parking more than 18 inches from curb: 0
No insurance: 9	No child safety seat: 0	No dl: 0
Drug paraphernalia: 0	DWI: 2	DL restriction: 3
Disregard Stop Sign: 1	WARNINGS:	No insurance: 0
Driving down turn lane: 0	No Front L.P.: 1	Backed when unsafe: 0
No front LP: 1	Fail to change address on dl: 1	Fail to yield to emerg veh: 0

The CCPD currently has 2 Full time officers, Part time officer, 6 Reserve Police Officers, 4 Recruits

James Robbins: 20 hrs	Frank Serrato: Full Time	
Brian Kuntz: 20 hrs	Deb Clark: Full Time	
Wayne Frazier: 20 hrs	Joshua Jones: HRS	Matthew Roberts Ft: 20 hrs
Shawn Cabbage: 20 hrs		

Report Prepared by D. Clark  
 Police Chief Frank Serrato

15. Fire Report.

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY  
COUNCIL

6 September 2018

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 31 August 2018

SUBMITTED BY: Fire Chief Chris L. Moore

We are currently under a Burn Ban

In the month of August, we had 42 calls for service. Call volume is above average

4	Building Fires	1	Good Intent
10	Grass	7	MVA's
8	Medical Calls	0	False Alarm (Control Burn)
3	Tree Obstruction	2	Public Service (Unlock car)
3	Boat Calls	4	Burn Ban Warnings

We currently have 17 Senior Fire Fighters and no Explorers

Upcoming Events

FC G273 Managing Floodplain Development through NFIP Sep 9-13

Hunting Trip Sep 14-16 same area

NETFFMA September 29<sup>th</sup> in Tatum (Fire Chief, Lt Reavis and FF Cavender)

NETFFMA Fire School 6-9 October (9<sup>th</sup> is Night Time 6pm till 11pm)

HCFCFA Fire School October 20<sup>th</sup>

Square Fair October 20<sup>th</sup>

City Clean Up October 20<sup>th</sup>

November 10<sup>th</sup> Pancake Breakfast (here at the City)

((Donations)Veterans Eat Free) 8a – 12p Pancakes, sausage, Coffee, Orange juice, Tea, or water  
(Bounce Houses will be available for Kids)

Holiday Meal December 8<sup>th</sup> at 6PM (it will be Pot Luck)

(We will start getting information in Mid-October)

I would like to thank everyone for abiding by the Burn Ban. Thank You

If you have any questions or problems please contact me.

CHRIS L. MOORE  
Fire Chief  
Cell: 903-539-7925  
thefirechief@outlook.com

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
September 10, 2018

Adjournment.

**ATTEST:**

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

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

**OPEN FORUM  
SPEAKER SIGN-UP SHEET**

**City of Coffee City Council Meeting  
September 10, 2018**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
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- 16. \_\_\_\_\_
- 17. \_\_\_\_\_
- 18. \_\_\_\_\_

City of Coffee  
City Council Meeting  
September 10, 2018

**ATTENDEE SIGN-IN SHEET**

1. Cynthia Swanson
2. Eugene Brooks
3. Alfonso Lang
4. Dale Clark
5. \_\_\_\_\_
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# **October 09, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
October 09, 2018

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on October 09, 2018, 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
Riley Standifer, Alderman – Absent (Excused)	Frank Serrato, Police Chief
Terry Cooper, Alderman	

Quorum

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and Act Upon the Consent Items: #4, and #5  
*A motion to accept the consent items was made by Councilman Don Weaver, and seconded by Councilman Terry Cooper. A vote was taken and was unanimous*
4. Approve Minutes from the September 10, 2018 Council Meeting, as written.
5. Approve the Check Register for the month of September 2018.
6. Open Forum.  
*No speaker.*
7. Swearing in of police officer James Kirkham.  
*Sandy Atteberry administered the oath of office to officer James Kirkham.*
8. Swearing in of reserve police officer Michael Green.  
*Sandy Atteberry administered the oath of office to reserve officer Michael Green.*
9. Swearing in of reserve police officer Stanley Rice.  
*Sandy Atteberry administered the oath of office to reserve officer Stanley Rice.*
10. Consider and act upon entering into a maintenance contract with Cole A/C to provide service for the city hall air conditioning units.  
*After a discussion about the impact on the budget, Councilman Don Weaver made a motion that the city enter into the maintenance agreement with Cole A/C. Councilman Terry Cooper seconded the motion. A vote was taken and was unanimous.*
11. Discuss and act upon the two part time positions for the police department.  
*Mayor Drost spoke about taking the slots for the two part time police officers and combining them into one position for a full time officer. This officer would be considered full time with all benefits except health insurance. Mayor Pro-Tem asked the mayor if she had checked with TML about the no-benefits question. She stated that she had the city secretary check on that, and she had contacted TML as well. She stated that there was a form that the officer would have to fill out declining health insurance, and showing proof that he was currently covered under another policy. Councilman Don Weaver made a motion that the city hire one full time officer in place of the two part time positions. Mayor pro-tem Phil Rutledge seconded the motion. A vote was taken, and was unanimous.*

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**October 09, 2018**

12. Mayor's Report.

*The Mayor stated that the staff would start holding meetings every other month to discuss concerns. The Mayor stated that she along with Chief Serrato had attended the graduation of Teresa Lewis from the police academy. The Mayor announced that Saturday October 20, 2018 would be the city's fall cleanup weekend sponsored by Republic Waste.*

13. EDC Report:

*See attached report.*

14. Municipal Court Report.

Amount Collected	\$21,142.53	Quarterly State Tax	\$21,211.00
State Tax	\$17,922.03	Quarterly Transfer to city	\$16,403.00
In House Warrant Collections	\$4,395.95	Warrants Cleared	7
New Cases Filed (217 Corrected)	373	Partially Satisfied by community service	0
Dismissal After Drivers Safety	30	Fully satisfied by community service	0
Dismissal after deferred disposition	14	Satisfied by jail credit	6
Dismissal Proof of Ins.	6	Waived for indigency	3
Capias Warrants Issued	1	Amount waived for indigency	\$1,385.00
Arrest Warrants issued	7		

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**October 09, 2018**

15. Police Report.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERIOD: September 2018

In the month of September 2018 the Coffee City Police Department had 7 calls for service 35 and/or officer-initiated activities.

Accident:1	Nuisance ordinance violation:	
Agency Assist:8	Possession of Controlled Sub:	
Assault:	Possession of marijuana:	
Burglary of habitation:	Public Intoxication: 2	
Civil Matter: 1	Road hazard:	
Criminal Trespass: 1	Suspicious person: 2	
Counterfeit money:	Suspicious vehicle: 4	
Disturbance:	Terroristic Threat:	
False report to Peace Officer:	Theft:	
Loose livestock: 3	Unlawful carrying of weapon:	Arrests: 9
Motorist Assist: 4		Call outs: 7

September 2018: The Coffee City Police Department issued 162 citations and issued 33 warnings, totaling 195 CONTACTS.

<u>Citations:</u>		
Speeding: 106	Failed to signal :3	Expired MVR:
Defective equipment: 1	Public Intoxication: 2	Speeding: 14
No driver's license: 9	No LP light:1	Defective equipment:5
Expired MVR: 3	Expired DL:	Fail to signal turn: 2
Driving w/o license Invalid : 8	Open container: 1	Fail to signal lane change: 2
Fail to change address on DL: 1	No seat belt :3	No LP light: 1
No insurance: 16	Failed to dim headlights:	Parking more than 18 inches from curb:
Drug paraphernalia:	No child safety seat:	No dl: 2
Disregard Stop Sign: 1	Failed to YIELD to Emergency Vehicle: 2	DL restriction:
Driving down turn lane: 1	Warnings	No insurance: 1
No front LP: 4	No rear LP: 1	Backed when unsafe:
	Fail to change address on dl: 3	Fail to yield to emerg veh.:

The CCPD currently has 2 Full time officers, 8 Reserve Police Officers, 3 Recruits.

James Robbins: 26 hrs	Brian Kuntz 20 Hrs	
Matthew Roberts 50.00 hrs	Joshua Jones : FTO 20 Hrs	
Wayne Frazier: 20 hrs	James KIRKHAM : FTO 128.HRS	
Shawn Cabbage: 20 hrs	Stanley Rice FTO 10 HRS	
Deborah Clark: Full time		
Frank Serrato Full Time		

Frank Serrato-Chief of Police/ Prepared by Cpl. D. Clark

**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**October 09, 2018**

16. Fire Report.

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY  
COUNCIL

2 October 2018

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 30 September 2018

SUBMITTED BY: Fire Chief Chris L. Moore

We are currently not under a Burn Ban

In the month of August, we had 19 calls for service. Call volume is average

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

We currently have 17 Senior Fire Fighters and no Explorers

Upcoming Events

National Night out 2 October

NETFFMA Fire School 6-9 October (9<sup>th</sup> is Night Time 6pm till 11pm)

HCFA Fire School October 20<sup>th</sup>

Square Fair October 20<sup>th</sup>

City Clean Up October 20<sup>th</sup>

November 10<sup>th</sup> Pancake Breakfast (here at the City)

((Donations)Veterans Eat Free) 8a – 12p Pancakes, sausage, Coffee, Orange juice, Tea, or water  
(Bounce Houses will be available for Kids)

Holiday Meal December 8<sup>th</sup> at 6PM (it will be Pot Luck)

(We will start getting information in Mid-October)

If you have any questions or problems please contact me.

CHRIS L. MOORE  
Fire Chief  
Cell: 903-539-7925  
thefirechief@outlook.com

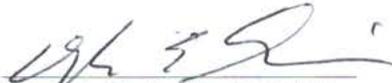
**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
October 09, 2018

Adjournment.

*The mayor asked if there was any other business to be discussed. Councilman Terry Cooper made a motion to adjourn, councilman Weaver seconded the motion. A vote was taken and was unanimous.*

**ATTEST:**

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

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

Coffee City EDC Report

Date October 1, 2018

To: Members of the Coffee City Economic Development Board

From: Sandy Atteberry - Treasurer

Subject: September 2018 Finance Reports

Please find attached the separate finance reports for September 2018, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Sandy Atteberry", written in a cursive style.

SKA/sb

cc: Pam Drost, Mayor

City Council Members (5)

EDC file

## Coffee City EDC Report

9/4/2018	2403	Shellena Bivens (Sec. for EDC - September)	350.00		143,545.53
9/10/2018	2404	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		143,435.53
9/26/2018	D.Card	Monarch Water, Lake Palestine Center	111.57		143,323.96
9/26/2018	2405	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		143,213.96
9/26/2018		H&R Block (Rent #1 Lake Palestine Center)		900.00	144,113.96
9/26/2018		Sales Tax		4,233.56	148,347.52
9/28/2018	2406	Sandy Atteberry (bank miles - Sept)	13.08		148,334.44

**Coffee City**  
**2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

INCOME EXPENSES

DATE	CK #	PAYEE	LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Bank Chg	BALANCE	104,032.44
JAN 2018			1,164.86	232.39						1,397.25	105,429.69
	1067	Doug Webmaster					200.00			(200.00)	105,229.69
Feb. 2018			1,162.24	283.29						1,445.53	106,675.22
	1068	Doug Webmaster					200.00			(200.00)	106,475.22
March '18			1,332.80	355.91						1,688.71	108,163.93
	1069	Doug Webmaster					200.00			(200.00)	107,963.93
	1070	Frankston Citizen (Ads)						32.00		(32.00)	107,931.93
April 18			1,489.78	814.08						2,303.86	110,235.79
	1071	Doug Webmaster					200.00			(200.00)	110,035.79
	1072	Frankston Citizen (Ads)						224.00		(224.00)	109,811.79
	1073	Sign Masters						23,200.00		(23,200.00)	86,611.79
May 18			1,089.86	885.24						1,975.10	88,586.89
	1074	Doug Webmaster					200.00			(200.00)	88,386.89
	1075	Frankston Citizen (Ads)						256.00		(256.00)	88,130.89
	1076	Coffee City/ Mayfest			8,500.00					(8,500.00)	79,630.89
		ck 1028 (Nov'16) voided					(100.00)			100.00	79,730.89
		deluxe bank charges							51.75	(51.75)	79,679.14
June 18			1,634.71	781.86						2,416.57	82,095.71
	1077	Doug Webmaster-June					200.00			(200.00)	81,895.71
	1078	Sign Master/comm cent						9,000.00		(9,000.00)	72,895.71
	1079	Sign Masters/LPC						11,600.00		(11,600.00)	61,295.71
	1080	Frankston Citizen (Ads)						320.00		(320.00)	60,975.71
	1081	Doug Webmaster-July						200.00		(200.00)	60,775.71
July 18			1,352.58	914.26						2,266.84	63,042.55
	1082	Mike Sorrell elec						2,003.45		(2,003.45)	61,039.10
	1083	Coffee City /ditch witch						454.37		(454.37)	60,584.73
	1084	Frankston Citizen (Ads)						256.00		(256.00)	60,328.73
	1085	C. City EDC/elec/sign						903.50		(903.50)	59,425.23
	1086	Doug Webmaster-Aug					200.00			(200.00)	59,225.23
Aug 18			995.46	759.64						1,755.10	60,980.33

1087	Coffee City - Maps									98.00		(98.00)	60,882.33
1088	Chris Moore- Sign-Aug									200.00		(200.00)	60,682.33
1089	Frankston Citizen (Ads)									192.00		(192.00)	60,490.33
1090	Sign Masters (LPC)									11,600.00		(11,600.00)	48,890.33
1091	Sign Masters (Comm.C.)									4,500.00		(4,500.00)	44,390.33
Sept 18				931.12		721.08						1,652.20	46,042.53
Phone	TVEC (sign - elec)									91.00		(91.00)	45,951.53
1092	Chris Moore- Sign-Sept									200.00		(200.00)	45,751.53
1093	Frankston Citizen (Ads)									320.00		(320.00)	45,431.53
1094	Sign Masters (Comm.C.)									4,500.00		(4,500.00)	40,931.53
1095	Doug Webmaster-Sept								200.00			(200.00)	40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
													40,731.53
TOTAL				11,153.41		5,747.75		0.00	8,500.00	1,300.00	70,150.32	51.75	40,931.53

# **November 13, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
November 13, 2018

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on November 13, 2018, 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
Riley Standifer, Alderman – Absent (Excused)	Frank Serrato, Police Chief
Terry Cooper, Alderman	

Quorum

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Roll Call and announce if quorum is present.
3. Consider and Act Upon the Consent Items: #4, and #5 .  
*Councilman Weaver made a motion to accept the consent items. Councilman Rutledge seconded the motion. A vote was taken and was unanimous.*
4. Approve Minutes from the October 09, 2018 Council Meeting, as written.
5. Approve the Check Register for the month of October 2018.
6. Open Forum.  
*There were no speakers in the open forum.*
7. Swear in Officer Cody Welch as a new police reserve.  
*Ms. Sandy Atteberry swore in Officer Cody Welch as a new reserve police officer.*
8. Discuss and approve Coffee City's 2019 Holidays and Events calendar.  
*The council reviewed the proposed holiday schedule for 2019. Councilman Standifer stated that he would like to remove Martin Luther King Day. The mayor asked why he would like to remove the holiday and he stated that he thought that fourteen holidays was excessive.*  
  
*A motion was made by Councilman Weaver to accept the calendar as presented. Councilman Cooper seconded the motion. A vote was taken with Councilman Standifer as the opposing vote. The motion carried.*
9. Consider and Act upon accepting the 2017 - 2018 Audit.  
*Morgan LaGrone discussed the 2017-2018 audit with the city council. She stated that there were no difficulties with the management during the audit. She also stated that there were no Internal Control issues found, there was a non-compliance issue noted, and that was the budget was not amended to take into consideration additional income and expenditures. It was also stated that the city has about seven months of operating capital if no revenue was received. Mayor Drost thanked Ms. LaGrone for her work and announced that Ms. LaGrone would not be able to do our audit next year due to other commitments.*

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
November 13, 2018

*Councilman Standifer made a motion to accept the audit findings. Councilman Cooper seconded the motion. A vote was taken and was unanimous.*

10. Budget Review

*The Mayor stated that there were going to be changes made to the budget in January 2019. She stated that the changes were not going to effect the overall expenses, but were going to be for auditing and bookkeeping purposes. She stated that we were slightly short on our sales tax revenue, and a little bit under on our court income. The Mayor stated that the Technology Fund expense were high but that they expected that due to the purchase of the court software, and that would be amended in the budget to reflect the purchase.*

11. Discuss and act upon patrolling the ETJ

*The Mayor stated that they had been asked by Briarwood Bay and Lollypop to occasionally drive through. Police Chief Serrato spoke about the drug trafficking going on into the Briarwood Bay subdivision. He stated that the objective was not to enforce the law, but to show police presence. The police chief also stated that Henderson County Sheriffs department would handle all of the calls in these subdivisions. Councilman Phil Rutledge made a motion that the city leave the police operations in the ETJ as it is. The motion was seconded by Councilman Cooper. A vote was taken and was unanimous.*

12. Discuss and act upon allowing the police to use tasers if they have been qualified to do so. This was discussed some time ago; however the former police chief never made changes to the department policy. I would like to re-discuss this issue.

*The mayor said that she had spoken with a couple of police officers, and stated that they would prefer to pull a taser and use it instead of a gun in altercations. Councilman Rutledge asked the police chief how many officers were qualified to use a taser. The police chief stated that there were five officers qualified. Councilman Cooper asked if the city would be buying the tasers. Mayor Drost stated that the tasers would not be purchased by the city, the individual officer would buy their own. Councilman Weaver stated that when they had the discussion in the past, there was a medical concern. He stated that if you had someone with heart issues, the taser could cause them to have a heart attack. Councilman Weaver also stated that none of the medical industry supports tasers. He also stated that the use of the taser was a staged event. He stated that he believed that several of the incidents lately in the state would not have escalated if the taser had not been an option to the officer. Councilman Weaver stated that the US military forbids the use of tasers on their men. Adam Gonzales, speaking from the audience, stated that he was on the city council when this issue was brought up in the past, and he was in favor of tasers because he had rather have the police officers take out a non-lethal weapon verses a lethal weapon any time. Chief Serrato stated that he wanted to be able to stand before a judge and assure them that he had done everything in his power to contain the situation before he had to use his gun to subdue a suspect. Councilman Standifer stated "if somebody is coming at you with a knife...shoot them. If a guy gets out of a car, he's very belligerent, he is wanting to argue and maybe fight you, then taser him. I love tasers..."*

*Councilman Rutledge made a motion that the council allow the police department use tasers. Councilman Standifer seconded the motion. A vote was taken Councilman Weaver was the only member opposed to using tasers. The motion carried.*

13. Discuss and act upon allowing the police department to use a K-9 for sniffing out drugs only... This dog

*belongs to a potential reserve. The dog is not trained to pursue or attack, but only to sniff out drugs. We have checked with TML in the past and the liability cost would be around \$140,000/annually. The police chief stated that he had a highly qualified reserve candidate that owns her own German Shepard. She is currently working full time for the ISD and wants to go down to reserve to train her dog.*

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**November 13, 2018**

*The chief also stated that the officer has her own equipment and car. The police chief stated that the dog would strictly be used for traffic, and would not be used for house search unless it was a house where a search warrant was being executed.*

*Councilman Standifer made a motion that the council allow the police department use the dog. Councilman Cooper seconded the motion. A vote was taken and was unanimous.*

14. Mayor's Report:

*The Mayor announced that we did hold our election, but the final tally of the vote was not in, so the council would not be able to canvas the vote. She reported that the proposition for the sales tax did pass, and that GeoJan Wright did unofficially win place one council place.*

15. EDC Report.

(See Attached Report)

16. Municipal Court Report.

*Total fines collected: 39,803.50. GHS Collections: 8,407.42. In-house Warrants collected 4,304.30. The Fire Chief cleared 10 warrants. There were 135 new cases filed. Compliance dismissal after drivers safety: 39, after deferred disposition 19, after proof of financial responsibility: 9, all other dismissals: 10. There were three cases satisfied by community service, and seven satisfied after jail credit.*

17. Police Report.

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERI October 2018

In the month of OCTOBER the Coffee City Police Department had 26 calls for service and/or officer-initiated activities.

Accident:5	Nuisance ordinance violation:	
Agency Assist: 12	Possession of Controlled Sub: 3	
Assault:	Possession of marijuana: 2	
Burglary of habitation:	Public Intoxication: 2	
Civil Matter: 1	Road hazard:	
Criminal Trespass:	Suspicious person: 1	
Counterfeit money:	Suspicious vehicle: 3	
Disturbance:	Terroristic Threat:	
False report to Peace Officer:	Theft:	
Loose livestock: 9	Unlawful carrying of weapon:	Arrests: 14
Motorist Assist: 9		Call outs: 26

OCTOBER 2018: The Coffee City Police Department issued 168 citations and issued 52 warnings, 220 totaling contacts.

<b>Citations:</b>	Yield Emergency Vehicle: 14	Expired MVR: 1
Speeding: 70	Public Intoxication: 1	Speeding: 23

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**November 13, 2018**

Defective equipment: 15	No LP light: 1	Defective equipment: 13
No driver's license: 3	Expired DL: 1	Fail to signal turn: 3
Expired MVR: 14	Open container: 2	Fail to signal lane change: 3
Driving w/o license invalid: 17	Defective LP: 4	No LP light:
Fail to change address on DL:	Failed to dim headlights:	Parking more than 18 inches from curb:
No insurance: 19	No child safety seat:	No di:
Drug paraphernalia: 2	Failure to Signal:3	DL restriction:
Disregard Stop Sign:	WARNINGS	No insurance:
Driving down turn lane: 1	No rear LP:	Backed when unsafe:
No front LP:	Fail to change address on dl:3	Wide turn :3

The CCPD currently has 3 Full time officers, 8 Reserve Police Officers, 4 Recruits.

Shawn Cabbage; 20.00 Hrs	Stanley Rice FTO
Wayne Frazier: 20.00 HRS	Michael Green FTO
Brian Kuntz: 20.00 HRS	Authur Levandos FTO:
Matthew Roberts:20.00 HRS	Joshua Jones: 22.00 FTO
Deborah Clark: Full time	
Chief Serrato Full Time	Jim Kirkham Full Time

Completed by Cpl. D. Clark Chief F. Serrato

**18. Fire Report.**

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY COUNCIL

8 November 2018

DEPARTMENT: Coffee City Volunteer Fire Department FOR THE  
 PERIOD ENDING: 31 October 2018  
 SUBMITTED BY: Fire Chief Chris L. Moore We are

currently not under a Burn Ban

In the month of October, we had 16 calls for service. Call volume is average

- |                    |                               |
|--------------------|-------------------------------|
| 1 Building Fires   | 1 Good Intent                 |
| 3 Grass            | 1 MVA's                       |
| 6 Medical Calls    | 0 False Alarm (Control Burn)  |
| 3 Tree Obstruction | 0 Public Service (Unlock car) |
| 1 Boat Calls       | 0 Burn Ban Warnings           |

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**November 13, 2018**

We currently have 17 Senior Fire Fighters and no Explorers Past Events

National Night out 2 October	Went well	
NETFFMA Fire School 6-9 October (9 <sup>th</sup> is Night Time 6pm till 11pm)		Went Well
HCFA Fire School October 20 <sup>th</sup>	Was Ok	
Square Fair October 20 <sup>th</sup>	Rain out	
City Clean Up October 20 <sup>th</sup>	Went Well	

Upcoming Events

November 10<sup>th</sup> Pancake Breakfast (here at the City)

((Donations)Veterans Eat Free) 8a – 12p Pancakes, sausage, Coffee, Orange juice, Tea, or water (Bounce Houses will be available for Kids)

Holiday Meal December 8<sup>th</sup> at 6PM (it will be Pot Luck)  
Heads

Headcount needed by 15 November from Dept

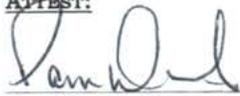
If you have any questions or problems please contact me.

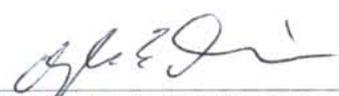
CHRIS L. MOORE  
Fire Chief  
Cell: 903-539-7925  
thefirechief@outlook.com

19. Adjournment.

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

**ATTEST:**

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

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

**Date November 11, 2018**

**To: Members of the Coffee City Economic Development Board**

**From: Sandy Atteberry - Treasurer**

**Subject: October 2018 Finance Reports**

Please find attached the separate finance reports for October 2018, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

**Respectfully Submitted,**

A handwritten signature in cursive script, appearing to read "Sandy Atteberry".

SKA/sb

**cc: Pam Drost, Mayor**

**City Council Members (5)**

**EDC file**

9/28/2018	2406	Sandy Atteberry (bank miles - Sept)	13.08		148,334.44
10/1/2018		TVEC (elec for sign)	124.22		148,210.22
10/3/2018		TVEC (elec for sign)	10.00		148,200.22
10/2/2018	2407	Shellena Bivens (Sec. for EDC - October)	350.00		147,850.22
10/3/2018		Rent and Elec. #3 & #4 Pizza Pro		8,194.00	156,044.22
10/9/2018	2408	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		155,934.22
10/18/2018		Rent #2 Lake Palestine Center Aug		500.00	156,434.22
10/22/2018	2409	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		156,324.22
10/24/2018	D.Card	Monarch Water, Lake Palestine Center	111.57		156,212.65
10/31/2018		H&R Block ( rent #1 Lake Palestine Center)		900.00	157,112.65
10/31/2018		Rent #2 Lake Palestine Center Sept		500.00	157,612.65
10/31/2018		Sales Tax		4,428.40	162,041.05
10/31/2018	2410	Sandy Atteberry (Oct bank miles)	32.70		162,008.35
10/4/2018	D.Card	Hotel for TML Economic Development Conference (USD fee)	12.99		161,995.36
10/4/2018	D.Card	Bastrop, TX Holiday INN Express TML EDC Conference	273.40		161,721.96
10/4/2018	D.Card	TML Economic Development Conference	255.00		161,466.96

**Coffee City**  
**2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

DATE	CK #	PAYEE	INCOME					EXPENSES					BALANCE	104,032.44
			LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Bank Chg					
JAN 2018			1,164.86	232.39									1,397.25	105,429.69
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	1070	Frankston Citizen (Ads)	1,489.78	814.08					32.00				(32.00)	107,931.93
April 18													2,303.86	110,235.79
	1071	Doug Webmaster						200.00					(200.00)	110,035.79
	1072	Frankston Citizen (Ads)							224.00				(224.00)	109,811.79
	1073	Sign Masters							23,200.00				(23,200.00)	86,611.79
May 18			1,089.86	885.24									1,975.10	88,586.89
	1074	Doug Webmaster											(200.00)	88,386.89
	1075	Frankston Citizen (Ads)							256.00				(256.00)	88,130.89
	1076	Coffee City/ Mayfest					8,500.00						(8,500.00)	79,630.89
		ck 1028 (Nov'16) voided								(100.00)			100.00	79,730.89
	May 17	deluxe bank charges										51.75	(51.75)	79,679.14
June 18			1,634.71	781.86									2,416.57	82,095.71
	1077	Doug Webmaster-June								200.00			(200.00)	81,895.71
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	1079	Sign Masters/LPC								11,600.00			(11,600.00)	61,295.71
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	1082	Mike Sorrell elec								2,003.45			(2,003.45)	61,039.10
	1083	Coffee City /ditch witch							454.37				(454.37)	60,584.73
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	1086	Doug Webmaster-Aug								200.00			(200.00)	59,225.23
Aug 18			995.46	759.64									1,755.10	60,980.33



**CITY OF COFFEE CITY**  
**MINUTES OF REGULAR CITY COUNCIL MEETING**  
**November 19, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on November 19, 2018, 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
Riley Standifer, Alderman – Absent (Excused)	Frank Serrato, Police Chief
Terry Cooper, Alderman	

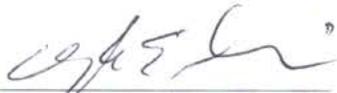
Quorum

Mayor Drost called the meeting to order at 6:00 p.m. Roll was called by City Secretary Douglas Davis. *Quorum was present.*

1. Call to Order.
2. Canvass the November 06, 2018 Election Returns.  
*The election returns were reviewed by the City Council.*
3. Accept the Election Returns.  
*Councilman Terry Cooper made a motion that the election returns be accepted as presented. Councilman Riley Standifer seconded the motion, and a vote was taken. The vote was unanimous to accept the election returns as presented.*
4. Adjournment.  
*Councilman Terry Cooper made a motion to adjourn. Councilman Don Weaver seconded the motion, and a vote was taken. The vote to adjourn was unanimous. (The meeting adjourned at 6:08 pm)*

**ATTEST:**

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

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

## **December 10, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**December 10, 2018**

**Call to Order.**

The City Council of Coffee City, Texas, convened in regular session on December 10, 2018, 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
Riley Standifer, Alderman	Frank Serrato, Police Chief
Terry Cooper, 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, #5, and #6 .  
*Councilman Standifer 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 November 13, 2018 Council Meeting as written.
5. Approve Minutes from the November 19, 2018 Special Council Meeting, as written.
6. Approve the Check Register for the month of November 2018.
7. Open Forum.  
*There were no speakers in the open forum.*
8. Swear in newly elected / re-elected city council members. (Pam Drost, Phil Rutledge, Don Weaver, and GeoJan Wright.)  
*This action was taken before item 3(Consent Items)*  
*Ms. Sandy Atteberry swore Ms. GeoJan Wright into office as newly elected Alderman for City Council Place 1.*  
  
*Ms. Atteberry then swore in Pam Drost as Mayor, Don Weaver as Alderman for city council Place 3 and, Phil Rutledge as Alderman for city council Place 5.*
9. Swear in the municipal court Judge Shellena Bivens.  
*Ms. Sandy Atteberry swore Shellena Bivens in as Municipal Court Judge.*
10. Swear in Deanna Hammond as anew reserve police officer.  
*Ms. Atteberry swore Deanna Hammond in as a new reserve police officer.*
11. Consider and Act upon naming The Frankston Citizen as the paper of record for the new term.  
*Councilman Weaver made a motion to name The Frankston Citizen as the city's paper of record. Councilman Rutledge seconded the motion. A vote was taken, and was unanimous.*

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**December 10, 2018**

12. Consider and Act upon a resolution to continue the ¼ percent sales tax for roads as approved in the November 06, 2018 election. (Proposition I)  
*Resolution 20181210-1 states "AFFIRMING A MUNICIPAL SALES AND USE TAX OF 1/4 OF 1 PER CENT FOR STREET MAINTENANCE AS AUTHORIZED BY TAX CODE TITLE 3 SUBTITLE C. LOCAL SALES AND USE TAXES CHAPTER 327.)*  
*Councilman Weaver made a motion to accept resolution 20181210-1, the motion was seconded by Councilman Cooper. A vote was then taken, and was unanimous.*
13. Consider and Act upon selling the K-9 police car to Jim Kirkham for \$1,000.00 in January or February. *The Mayor stated that they had approved to buy a new vehicle for the police department, and to purchase a replacement vehicle for the one that was wrecked. She stated that they had ordered two Dodge Chargers, and also stated that what they thought was being ordered, was not what they were getting invoiced for. The Mayor stated that they had a meeting with the company that they were purchasing the cars through, and said that they had opted out of purchasing the cars. She stated that they did not feel like it was a good deal for the city. The Mayor stated that since then the police department had gotten on line and found a 2016 Ford Explorer and they purchased the car for \$22,500.00. She stated that the car had 21,000 miles on it, and that it looked brand new. Councilman Cooper asked if it was street ready, and the Mayor said no. She stated that it was a police interceptor, and they were going to move all of the stuff from the wrecked car over to the new car. The Mayor stated that they were contemplating selling the K-9 car, and asked Chief Serrato to speak about why they were wanting to sell the car. Chief Serrato stated that the K-9 car has a lot of front end problems that they have worked on and put money into, and it's still bad, the radio in the car does not work, and the camera system was off and on. He stated that the car required more work than they wanted to put into it. Councilman Rutledge asked where the \$ 1000.00 price come from. Chief Serrato stated that it came from a Blue Book estimate of trade in value. Councilman Cooper asked how many miles were on the car, and the Chief stated around 130,000. Councilman Rutledge asked if they had gone out and tried to sell it for a higher price. The Mayor stated that they had not, and that Officer Kirkham had offered the \$1,000.00. Councilman Weaver stated that he would not have a problem selling it for the offered price. Councilman Rutledge made a motion that the decision be tabled until January in order to see if the city could get a better sale price. Councilman Cooper seconded the motion, and a vote was taken. The vote was 4 for tabling the sale until January, and 1 opposed. The motion to table was passed.*
14. Discuss the following:
- Sales tax collection for Flea Markets/Street Vendors
  - City Council participation in EDC meetings.
  - Joint meetings between the EDC and the City Council members for 2019.
- Councilman Wright stated that her attendance at the EDC meeting was very informative, and that one of the concerns was City Council member participation in the EDC meetings. The Mayor stated that the concern was that since it was a public meeting, that they did not want to have a quorum present. Councilman Weaver stated that at one time they had two city council members on the EDC board and that the mayor was in 100% attendance. At that time they were afraid that they would have a quorum of city officials, and that it would not be legitimate. Councilman Weaver stated that he thought it would be a fine thing to have a rotation of City Council members attend the EDC meetings. Ms. Atteberry stated that when she went to the state EDC conference, that they suggested a roundtable session between the EDC and the Council. The Mayor stated that even if it was a roundtable meeting, a common agenda would have to be posted in accordance with the Open Meetings Act. Councilperson Wright stated that she would like to have a separate combined meeting a couple of times a year. The Mayor stated that she would check the meeting schedules and try to put a couple of combined meetings together for 2019.*

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
**December 10, 2018**

*Councilperson Wright asked if we could enforce a sales tax on the street vendors set up within the city. Councilman Weaver stated that this issue had been approached before, but the cost of enforcing vs the return might not be worth the investment. He also stated that the EDC had discussed putting a packet together and handing out to the vendors. Councilman Standifer stated that the Texas Comptroller was in control of collecting sales tax and that the city could not enforce it.*

*A person in the audience said that for the past month the same person in a military type truck had been set up selling BDUs and that was not someone doing a garage sale. Councilman Rutledge said that he would be in favor of the EDC creating the packet and distributing it to the vendors. He also asked if the city could pass an ordinance that mandated the vendors to show a sales tax number. Several councilmembers said no that that was already a state law.*

- 15. Mayor's Report:  
*The Mayor stated that the only thing she was going to talk about was the purchase of the new police cars.*
- 16. EDC Report.  
(See attached report)
- 17. Municipal Court Report.

New Citations	316	Cases dismissed after drivers safety	28
Juvenile cases filed	3	Cases dismissed after deferred disposition	9
Partially satisfied after community svc	2	Cases dismissed after proof of Insurance	6
Cases where court cost was waived for jail credit.	6	Cases dismissed due to other traffic code dismissals.	10
Total collected on citations	\$30,696.00	In house warrant collected	\$ 860.00

- 18. Police Report.  
(See attached report)
- 19. Fire Report.  
(See attached report)
- 20. Executive Session in accordance with Texas Government Code Chapter 551, Sub Chapter D, A §551.074. Personnel Matters - Police Department Personnel; (Closed Meeting)  
*The council members moved into a closed session.*

*The council members returned from closed session at 6:52 pm. The council members returned from closed session and the Mayor stated that they had discussed Deborah Moose-Clark a member of the Coffee City Police Department. She then asked for a motion to reflect what action they had decided to take. Councilperson Wright said that she would make a motion to place Deborah Moose-Clark on probation for a period of ninety days from the date of November 28, 2018. The motion was seconded by Councilman Cooper. A vote was taken and was unanimous.*

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
December 10, 2018

21. 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

**Date November 30, 2018**

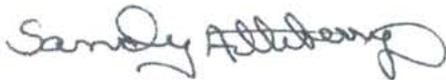
To: Members of the Coffee City Economic Development Board

From: Sandy Atteberry - Treasurer

**Subject: November 2018 Finance Reports**

Please find attached the separate finance reports for November 2018, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

**Respectfully Submitted,**



SKA/sb

cc: Pam Drost, Mayor

City Council Members (5)

EDC file

11/1/2018	D.Card	Elec on sign at Lake Palestine Center (comes out of Hot acct)		134.22	161,601.18
11/1/2018	2411	Shellena Bivens (Sec. for EDC - November)	350.00		161,251.18
11/1/2018	2412	City of Coffee City (Quarterly Liability Ins/July-Oct/EDC part)	618.25		160,632.93
11/2/2018	2413	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		160,522.93
11/14/2018		H & R Block (Rent #1 Lake Palestine Center)		900.00	161,422.93
11/14/2018	D.Card	Gas for rental car (TML EDC Conference - Bastrop)	19.25		161,403.68
11/15/2018	D.Card	Gas for rental car (TML EDC Conference - Bastrop)	16.75		161,386.93
11/15/2018	D.Card	Gas for rental car (TML EDC Conference - Bastrop)	9.00		161,377.93
11/17/2018	D.Card	Enterprise Rental Car (TML EDC Conference - Bastrop)	142.93		161,235.00
11/19/2018	2414	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		161,125.00
11/21/2018		Sales Tax		4,471.75	165,596.75
11/21/2018	2415	TML Texas Town and City Magazine (Shellena)	15.00		165,581.75
11/21/2018	2416	TML Texas Town and City Magazine (Sandy)	15.00		165,566.75
11/21/2018	2417	Sandy Atteberry (per diem for food - EDC Conference)	135.00		165,431.75
11/27/2018	D.Card	WalMart (2 - 3 ring binders & 2 - dividers/ EDC Conf Handouts)	8.36		165,423.39
11/29/2018	2418	City of Coffee City (overpayment on Sales Tax)	88.43		165,334.96
11/30/2018	2419	Sandy Atteberry (bank miles -Nov)	53.41		165,281.55

**Coffee City**  
**2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK**

DATE	CK #	PAYEE	INCOME					EXPENSES					Bank Chg	BALANCE		
			LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Sign Elect							
JAN 2018			1,164.86	232.39										1,397.25	104,032.44	
Feb.2018	1067	Doug Webmaster				200.00								(200.00)	105,429.69	
March '18	1068	Doug Webmaster	1,162.24	283.29										1,445.53	106,675.22	
	1069	Doug Webmaster	1,332.80	355.91										(200.00)	106,475.22	
	1070	Frankston Citizen (Ads) Feb.							32.00					(32.00)	107,963.93	
April 18	1071	Doug Webmaster	1,489.78	814.08										2,303.86	107,931.93	
	1072	Frankston Citizen (Ads) March							224.00					(200.00)	110,035.79	
	1073	Sign Masters							23,200.00					(23,200.00)	109,811.79	
May 18	1074	Doug Webmaster	1,089.86	885.24										1,975.10	88,586.89	
	1075	Frankston Citizen (Ads) April							256.00					(256.00)	88,386.89	
	1076	Coffee City/ Mayfest			8,500.00									(8,500.00)	79,630.89	
	May '17	ck 1028 (Nov'16) voided deluxe bank charges											51.75	100.00	79,730.89	
June 18	1077	Doug Webmaster-June	1,634.71	781.86										2,416.57	82,095.71	
	1078	Sign Master/comm cent				200.00								(200.00)	81,895.71	
	1079	Sign Masters/LPC							9,000.00					(9,000.00)	72,895.71	
	1080	Frankston Citizen (Ads) May							11,600.00					(11,600.00)	61,295.71	
	1081	Doug Webmaster-July							320.00					(320.00)	60,975.71	
July 18	1082	Mike Sorrell elec	1,352.58	914.26										2,266.84	60,775.71	
	1083	Coffee City/ditch witch							2,003.45					(2,003.45)	61,039.10	
	1084	Frankston Citizen (Ads) June							454.37					(454.37)	60,584.73	
	1085	C. City EDC/elec/sign							256.00					(256.00)	60,328.73	
	1086	Doug Webmaster-Aug							903.50					(903.50)	59,425.23	
Aug 18	1087	Coffee City - Maps	995.46	759.64										1,755.10	60,980.33	
	1088	Chris Moore - Sign-Aug							98.00					(98.00)	60,882.33	
	1089	Frankston Citizen (Ads) July							200.00					(200.00)	60,682.33	
									192.00					(192.00)	60,490.33	



COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

FOR THE PERIOD: November 2018

In the month of November 2018 the Coffee City Police Department had 9 calls for service and/or officer-initiated activities.

Accident:1	Nuisance ordinance violation:	Warrant Service: 6
Agency Assist:9	Possession of Controlled Sub:	Lost Child :1
Assault:	Possession of marijuana:	Shots Fired :1
Burglary of habitation:	Public Intoxication:	Reckless Driving:1Criminal Mischief :1
Civil Matter: 1	Road hazard:	Evading:1
Criminal Trespass:	Suspicious person: 7	Stolen Vehicle: 1
Counterfeit money:	Suspicious vehicle: 8	
Disturbance: 1	Terroristic Threat:	
False report to Peace Officer:	Theft:	
Loose livestock:	Unlawful carrying of weapon:	Arrests: 7
Motorist Assist: 13	Impound: 5	Call outs: 65

November 2018: The Coffee City Police Department issued 334 citations and issued 30 warnings, totaling 364 contacts.

<b>Citations:</b>	Failed to signal :4	Expired MVR: 1
Speeding 241	Public Intoxication:	Speeding: 12
Defective equipment: 10	No LP light:	Defective equipment: 11
No driver's license: 20	Expired DL:	Fail to signal turn: 1
Expired MVR: 11	Open container: 1	Fail to signal lane change: 1
Driving w/o license Invalid :	No seat belt :1	No LP light:
Fail to change address on DL: 2	Failed to dim headlights:	Parking more than 18 inches from curb:
No insurance: 20	No child safety seat: 1	No dl: 3
Drug paraphernalia: 1	Failed to YIELD to Emergency Vehicle: 15	DL restriction:
Disregard Stop Sign: 4	Warnings	No insurance:
Driving down turn lane: 2	No rear LP:	Backed when unsafe:
No front LP: 1	Fail to change address on dl: 1	Fail to yield to emerg veh.:

The CCPD currently has 3 Full time officers, 7 Reserve Police Officers, 3 Recruits.

Wayne Frazier: 20.00 hrs	Brian Kuntz 20 Hrs	
Matthew Roberts 20.00 hrs	Joshua Jones : FTO 20.00 Hrs	
Shawn Cabbage: 20.00 Hrs	Micheal Green : FTO 20.00 HRS	
James Kirkham: Full Time		
Deborah Clark: Full time		
Frank Serrato Full Time		

Frank Serrato-Chief of Police/ Prepared by Cpl. D. Clark

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY  
COUNCIL

5 December 2018

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 30 November 2018

SUBMITTED BY: Fire Chief Chris L. Moore

We are currently not under a Burn Ban

In the month of November, we had 16 calls for service. Call volume is average

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

We currently have 17 Senior Fire Fighters and no Explorers

Upcoming Events

Start planning for Mayfest

If you have any questions or problems please contact me.

CHRIS L. MOORE  
Fire Chief  
Cell: 903-539-7925  
thefirechief@outlook.com

**December 17, 2018 City Council Meeting Minutes**

**CITY OF COFFEE CITY**  
**MINUTES OF CITY COUNCIL MEETING**  
December 17, 2018

**Call to Order.**

The City Council of Coffee City, Texas, convened in special session on December 17, 2018, 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	
Don Weaver, Alderman	
Riley Standifer, Alderman	
Terry Cooper, Alderman	
GeoJan Wright Alderperson	

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. The Mayor stated that at the December 10, 2018 council meeting, "Our agenda did not have an item listed on it to designate any action to be possibly taken when the council returned from the executive session; therefore making any action that we took null and void. So I would like for yall to consider and act upon a motion to rescind the action to place Deborah Clark on probation for a period of ninety days from the date of 11/28/2018, that was made after the executive session on December 10, 2018."  
  
*Councilman Rutledge made a motion to rescind the action that the council took after the executive session of December 10, 2018. Councilman Standifer seconded the motion. A vote was taken and was unanimous.*
4. Adjournment.  
*The Mayor asked for a motion to adjourn. Councilman Cooper made a motion to adjourn. The motion was seconded by Councilman Standifer. A vote was taken and was unanimous.*

**ATTEST:**



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

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