



7019 Pleasant Ridge Road CR 4217 * Coffee City, TX 75763 Phone: (903) 876-3414 * Fax: (903) 873-2433

CITY OF COFFEE CITY
City Council Meeting Minutes
July 10, 2023 @ 6 pm
7019 Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF A COUNCIL MEETING OF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **MONDAY, July 10, 2023, at 6:00 PM AT THE COFFEE CITY, CITY HALL, 7019 PLEASANT RIDGE RD, COFFEE CITY, TEXAS.** FOR THE PURPOSE OF CONSIDERATION OF THE FOLLOWING AGENDA ITEMS. THE CITY COUNCIL RESERVES THE RIGHT TO MEET IN A CLOSED SESSION ON ANY AGENDA ITEM SHOULD THE NEED ARISE AND APPLICABLE PURSANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551, OF THE TEXAS GOVERNMENT CODE.

Council Members

Jeff Blackstone – Mayor (P)

Carrie Ousley - Place 3 (P)

Ruthie Seward - Place 1 (P)

Keith Skender - Place 4 (P)

Marquis Castleberry – Mayor Pro-Tem (P)

Ollie Harmon - Place 5 (P)

1. Call Meeting to Order:

Meeting called to order at 6:00 PM.

2. Roll Call and Announce if quorum is present:

Mary McDonald announced roll call and a quorum was present.

3. Opening remarks:

Mr. Blackstone that they would be going over budget stuff and also having an executive session at the end.

4. Consider and Act upon approving items 5 & 6.

5. Approving City financials for June 2023.

Mrs. Seward asked if the church makes payments for renting the community center and they she didn't see it listed. Mary McDonald confirmed that they do and that she just didn't get to make that deposit in June. Mrs. Seward asked about the payment to Goolsbee Tire and asked how many tires were purchased. Chief Portillo stated that tires were purchased for 3 of the police units. Carries Ousley made a motion to approve the June 2023 city financials. Ruthie Seward seconds the motion. Motion carries.

6. Approving meeting minutes for the June 12, 2023 Council Meeting.

Ruthie Seward made a motion to approve the meeting minutes for the June 12, 2023 meeting. Ollie Harmond seconds the motion. Motion carries.

7. Consider and Act upon approving additional pay for the Warrant Division.

Chief Portillo spoke and explained that when an officer contacts a defendant and they pay their fail to appear case, they do not always follow up with the court regarding other cases so the warrants officer has to spend more time to go back and try to contact the defendant again. He stated that spend a lot of time searching and making phone calls. He stated that when a case is paid there is a \$50.00 warrant fee that is paid as well and he would like for half of the warrant fee to be given to the officer once a warrant is

cleared. Ruthie Seward made a motion to approve the additional pay for the Warrant Division. Carries Ousley seconds the motion. Motion carries.

8. Consider and Act upon approving service agreement with Evan's Air Conditioning.

Mr. Blackstone stated that they would come in twice a year to service the units before the winter and summer. He stated that we recently had to spend \$607.00 for them to come out and if we had an agreement with them, it would have only cost the amount of the part. Ruthie Seward asked if it was for a year and Mr. Blackstone confirmed. Mr. Skender asked if we could get a quote on the community center as well and have them put together. Mrs. Seward asked if this was the only quote, we received, Mr. Blackstone confirmed it was. Mrs. Seward stated that it would be advisable if we had at least two more quotes. Keith Skender made a motion to table the item in order to get at least one more quote. Carries Ousley seconds the motion. Motion carries.

9. Fire Dept. Report:

Fire Chief, Chris Moore, gave the fire report. He stated that he had issues with his software so that was the reason they did not have his report on Friday. He stated that they had 20 calls for service. He then discussed upcoming events.

10. Police Dept. Report:

Chief Portillo gave the police report. He discussed the repairs to the units. 1,881 calls for service, 9 felony arrest. He stated they had 839 traffic stops and 424 resulted in citations.

11. Municipal Court Report:

Mary McDonald gave the court report. She reported a total of \$71,989.14 was collected and \$35570.67 went to the city. She also stated that 39 warrants were cleared for the month of May.

12. EDC Report:

Vickie Castleberry gave the EDC report. She stated that they had the grants and they had approved 2 grants in the amount of \$10,000.00 each. She stated that the EDC would be getting with council about feedback on things that could or want to be done with the property they purchased at the corner of Highsaw. She stated that they had spoken with a gentleman regarding a Mexican food restaurant but they are searching for a location. She next stated that she would like council to consider and approve accepting the applications of two new members. She stated one was not here tonight, Felicia Allen, because she was on vacation. Mrs. Castleberry read her application to the council and gave information on her employment history. Mrs. Castleberry stated the other is Sandrew Ellis and that she was present. She offered that the council speak with her if they had any questions. Mr. Blackstone asked if their residency was verified, Mrs. Castleberry confirmed. Ruthie Seward made a motion to approve the applications and appointment of two members to the EDC board. Keith Skender seconds the motion. Motion carries. Next, Mrs. Castleberry and Mr. Blackstone presented Mr. Ivey with the \$10,000.00 grant check for Kilo's Liquor.

13. Consider and Act Upon the Approval of the EDC 2023 – 2024 Budget.

Mr. Blackstone asked about the \$10,000.00 budgeted for the community center improvements and he asked what it was for. Mrs. Castleberry stated it was for any improvements that city council may need assistance with. Ruthie Seward made a motion to approve the EDC 2023-2024 Budget. Ollie Harmon seconds the motion. Motion carries.

14. Consider and Act Upon the Approval of the City's 2023 – 2024 Budget.

Mr. Blackstone stated that nothing had changed on this budget other than adding back in the part time position for the court just in case it was needed and had also removed the radios for the fire department this year. Carries Ousley made a motion to approve the City's 2023-2024 Budget. Ollie Harmon seconds the motion. Motion carries.

15. Executive Session: Personnel Matters, Government Code 551.074.

Mr. Blackstone called for executive session at 6:41 PM.

Reconvene: 7:26 PM. Mr. Blackstone stated that no action taken.

16. Open Forum:

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 5 minutes before the beginning of the meeting.
- Speakers will be given 3 minutes to speak.

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

Patrick Woods, an attorney with Perdue Brandon law firm spoke regarding the court's collections of past due fines. He stated that they collect delinquent court fines. He stated that they have 15 offices across the state that 65 attorneys have support staff and 400 people. He stated that this is the only thing they do and that he represents all the JP courts for Henderson and Smith County along with several municipal courts. He discussed the advantages of having a law firm instead of a collection company. He stated that each year they would come to council and discussed what was accomplished that year and what was collected by them.

Mr. Skender asked about our current collection company and how long the contract was for. Ms. McDonald stated that she was sure the exact end date but she could find out. Discussion of gathering the contract terms of our current collection agency was discussed and suggested that we look into this option with Mr. Woods.

17. Adjournment:

Ollie Harmon made a motion to adjourn the meeting. Carries Ousley seconds the motion. Motion carries.

The City Council of the City of Coffee City reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Section 551.071 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Cod, including, but not limited to, Section 321.3022 (Sales Tax Information).

CERTIFICATION

I CERTIFY THAT A COPY OF THE MONDAY, JULY 10, 2023, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND THE CITY WEBSITE ON FRIDAY, JULY 7, 2023 BY 5:00 PM.



JEFF BLACKSTONE
MAYOR



MARY MCDONALD
CITY SECRETARY