



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
September 8, 2025 @ 6 pm
7019 Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF COUNCIL MEETING OF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **Monday, September 8, 2025, 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

Marquis Castleberry – Mayor (P)
Ruthie Seward - Place 1 (P)
VACANT – Place 2

Carrie Ousley - Place 3 (P)
Kevin Haughey - Place 4 (P)
Ollie Harmon - Place 5 (P)

1. Call Meeting to Order:

Mayor, Marquis Castleberry called the meeting to order at 6:01 PM.

2. Roll Call and Announce if quorum is present:

Mary McDonald announced roll call and a quorum was present.

3. Opening remarks:

Mayor Castleberry thanked everyone for being there.

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

Kevin Haughey made a motion to approve the city financials for August 2025 and the meeting minute for the August 18, 2025 council meeting. Carrie Ousley seconds the motion. Motion carries.

5. Approving City financials for August 2025.

Mr. Castleberry stated that an item that would stand out would be the repairs and maintenance for \$15,100 and that was for the 2 ac unit replacements in the community center making the overall profit a negative.

6. Approving meeting minutes for the August 18, 2025 council meeting.

7. Consider and Act upon the cancellation of the November 4, 2025 General Election.

Mr. Castleberry stated that the positions on city council were unopposed so there was no need to hold an election.

Mrs. Castleberry asked if it meant the election office wouldn't be using the community center and Mary stated that they would be using the center on election day but the city won't have anything listed on the ballot.

Ruthie Seward made a motion to cancel the November 4, 2025 General Election. Carrie Ousley seconds the motion. Motion carries.

8. Consider and Act upon removing Jeff Blackstone from all bank accounts with Austin Bank.

Mr. Castleberry stated last month the council approved accepting Jeff's resignation from city council and he now needed to be removed from the bank accounts.

Ruthie Seward made a motion to remove Jeff Blackstone from all bank accounts with Austin Bank. Kevin Haughey seconds the motion. Motion carries.

9. Consider and Act upon appointing a third signer on all accounts with Austin Bank.

Ollie Harmon asked how many signers were on the accounts now that Jeff will be removed. Mr.

Castleberry stated there are two now. Mrs. Ousley stated that she would be ok doing it and asked how often she would be needed. Mary McDonald stated that the third person isn't usually ever needed and was just a backup if Mr. Castleberry or Mrs. Seward weren't available.

Kevin Haughey made a motion to add Carrie Ousley as a third signer on all accounts with Austin Bank. Ruthie Seward seconds the motion. Motion carries.

10. Consider and Act upon appointing a Mayor Pro-Tem.

Ruthie Seward made a motion to appoint Kevin Haughey as Mayor Pro-Tem. Carrie Ousley seconds the motion. Motion carries.

11. Discussion: Fire Department Budget

Mr. Castleberry stated that this was just a discussion to review a budget for the Fire department that Mary and Lisa put together.

Mr. Haughey asked if the department has ever broken even on the fishing tournament and Lisa stated that they have usually every year. She stated that they did not on the spaghetti dinner that they held earlier that month. Mr. Haughey asked if it was the first time the department held a spaghetti dinner fundraiser and Lisa stated that it was.

Mr. Seward stated that years ago they would have a photographer go around the city collection donations for the department in exchange for having family photos taken and it had worked out well in the past. She stated that usually a member of the department would join in going door to door. Lisa stated that the problem with that is that although they have 9 members with the department there are a few that show up to do things. Mr. Castleberry asked if she was to inform the members a head of time that it was important and they are needed if it would make a difference. Lisa stated that the spaghetti dinner was scheduled 3 months in advance and the fishing tournament is the same weekend in May every year and they still didn't have personnel attending. Mrs. Seward stated that she would look into finding a photographer that would be interested. Mrs. Castleberry stated that it would be a good idea to get permission to set up at Wesley Beards location on Hwy 155 and do some sort of cookout and people traveling down 155 would likely stop.

Mr. Haughey asked about the Henderson County funding and Walt had told him it was only \$8,000 this year and was received late. Lisa stated that it was only \$8,000 which is much lower than prior years and that the fire department has not actually received those funds yet. She stated that contracts had been signed already and just waiting to actually receive the check. Mrs. Ousley asked when they normally receive the funds and Lisa stated it's usually January or February at the latest each year until now.

Mrs. Ousley asked about the \$12,000 budgeted for auto expense and if it was for insurance. Lisa stated that it was strictly for repairs that would need to be made towards the vehicles.

Mr. Haughey asked if one of the boats were still going to be sold and Lisa stated that it was already listed for sale on Facebook marketplace and they've had a few people interested but no one has come forward with the money. She stated that they are requesting cash for it due to not wanting to receive a bad check from someone.

Mr. Haughey asked if the other boat had all the repairs done that were needed. Lisa stated that it had not and repairs are still needed but it was in the water and able to respond to emergency calls.

Mrs. Ousley asked about the grant line item. Lisa stated that the department had been on a list with the forestry service for a tanker the last 17 years and it has finally come to them to receive a grant of \$300,000.00 to go towards a tanker. She stated that the last quote the Chief received was a tanker for \$441,000.00. Mr. Castleberry if the \$300,000 was to go towards the total and Lisa stated that it was. Mrs. Seward asked if there were a match and Lisa stated that there was a 10% match.

12. EDC Report:

Vicki Castleberry gave the EDC report. She stated that during the August meeting they discussed and approved donating to the community center AC repairs that were done in the amount of \$8,000.00. She stated they reviewed the grant program application that was submitted for \$5,000 but the owner retracted because she couldn't find enough documentation. She stated that they discussed cost of equipment for their property on 3506 and they did vote to budget \$50,000 but if they see if would cost more they would have to bring it to council to approve. She stated they wanted to purchase three tables with covers, seats and three grills for each table.

She stated that they looked at a property on 3506 that a gentleman wanted to sell and asked the EDC. She stated that he was asking \$320,000 but was trying to sell everything on the property with it. She stated that the board met and spoke about it and they would like just the property and not everything that was on it.

13. Fire Department Report:

Assistant Chief, Lisa Cavender gave the fire report. She stated that they had a total of 15 calls for service in the month of August and she listed what each call was for.

14. Municipal Court Report:

Mary McDonald gave the court report. She stated that a total of \$1,066.50 was collected in the month of August. \$207.86 would be remitted back to the state and \$447.77 would go to the General Fund.

15. 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

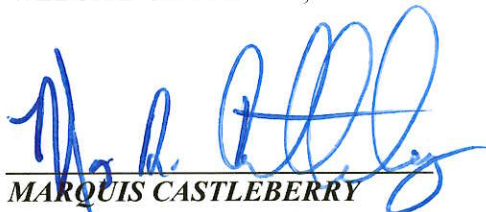
16. Adjournment:

Ruthie Seward made a motion to adjourn the meeting. Kevin Haughey seconds the motion. Motion carries. Meeting adjourned at 6:53 PM.

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, SEPTEMBER 8, 2025, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND CITY WEBSITE ON FRIDAY, SEPTEMBER 5, 2025 BY 5:00 PM.


MARQUIS CASTLEBERRY
MAYOR


MARY MCDONALD
CITY SECRETARY