



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
October 14, 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 Tuesday, October 14, 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 (A)
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 Pro-Tem, Kevin Haughey called the meeting to order at 6:04 PM.

2. Roll Call and Announce if quorum is present:

Mary McDonald announced roll call and a quorum was present. Mayor, Marquis Castleberry was absent.

3. Opening remarks:

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

Ruthie Seward made a motion to approve the September 2025 city financials and the September 8, 2025 meeting minutes. Ollie Harmon seconds the motion. Motion carries.

5. Approving City financials for September 2025.

6. Approving meeting minutes for the September 8, 2025 council meeting.

7. Consider and Act upon approving one of the three bids for a hood wrap on Med 1.

Mr. Haughey reviewed the three bids with the council and stated that the bids were estimated based on the fire department removing the current wrap to cut down the cost.

Ruthie Seward made a motion to accept the bid from Tyler Wrap Company for \$450.00. Carrie Ousley seconds the motion. Motion carries.

8. Discussion: Gathering bids for tree work.

Mr. Haughey stated that this item was just a discussion for work that needs to be completed. He stated that there were trees leftover from last years storm on Coffee Landing Road that needed to be cleaned up along with trimming work needed on Pleasant Ridge and Stevenson Road.

Mr. Haughey stated that the city has used Merritt before and could ask for a bid from him and he asked the council if they had any other recommendations.

Mr. Seward stated that we needed to get the work done before another storm hits and causes more damage.

During this discussion council also discussed the issue with trash being tossed on the side of the streets and wanting to place signs along Pleasant Ridge Road and Stevenson Road. Also discussed was mowing along the roads and wanting to ask the Commissioner for advanced notice before mowing so that any trash out could be picked up prior to the mowing if possible.

9. EDC Report:

Vicki Castleberry gave the EDC report. She stated that they voted on have an additional signed to their bank signature cards. She stated that they also discussed working with the fire department on a fundraiser for Halloween or Thanksgiving. She stated that they discussed purchasing equipment for their property and decided on three tables, one hot box, three trash cans, three umbrellas and three grills. During their next meeting they will be approving the exact equipment once they gather prices to review. She stated they were going to be looking into having water and electricity available on the property and would be gathering the cost for that along with a cost for the installation of the equipment. She stated that the board decided to hold the Christmas dinner on Saturday, December 13th and would be doing white elephant again this year. She stated that the yard maintenance guy the EDC was using retired so they would be taking applications for someone new.

10. Fire Department Report:

Assistant Chief, Lisa Cavender gave the fire report. She covered the 13 calls for service the fire department received for the month of September.

Mr. Haughey asked what the illegal burn was regarding and Mrs. Cavender stated that it was a burn pile that had items in it that aren't supposed to be burned.

11. Municipal Court Report:

Mary McDonald gave the court report. She stated that there was a total of \$1,492.86 collected in the month of September. She stated that \$52.19 would be remitted to the state and \$623.38 would go to the general fund.

12. 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

13. Adjournment:

Ruthie Seward made a motion to adjourn the meeting. Carrie Ousley seconds the motion. Motion carries. Meeting adjourned at 6:43 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 TUESDAY, OCTOBER 14, 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, OCTOBER 10, 2025 BY 5:00 PM.



MARQUIS CASTLEBERRY
MAYOR



MARY MCDONALD
CITY SECRETARY