



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
May 11, 2026 @ 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, May 11, 2026, 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 6:06 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:

Mr. Haughey mention there were a couple of items that were not listed that he wanted to go over. The first item was the budget for the new year that will need to be approved next month. Mary stated that she was already working on it and would be emailing it to the council to review and requested that they come by the office to discuss it.

Second item he discussed was the sale of the vehicles. He stated that the council approved to sell them but wanted to know if anything had moved forward. Mary stated that it has not, mileage is needed and lights removed before we can start with public notices. Mr. Haughey stated he was pushing the fire department to get the old engine and boat sold as well.

Third item he discussed was the fishing tournament the fire department held. He stated there were roughly 25 teams that signed up. He stated that this year Walt wen to Bass Pro to get the prize giveaway items and was told by a manager that if he comes to them in December, Bass Pro might be interested in sponsoring the event next year.

The final item he discussed was regarding the Hazard Mitigation plan that all municipality should be involved with Henderson County. He sated that the plan is good for five years and the planning had started over a year ago. He stated that Coffee City would not be included in the plan for the next five years because the Emergency Management did not receive a response from the city. He stated that notices were sent to the previous mayor's email and the fire chief's email. There was also a letter sent addressed to the Emergency Management Coordinator for the city that was signed for by Carolina and was placed in the Chief's office. And because the city didn't participate, we would not be able to receive any FEMA funding should it be needed. The city would have to put together their own plan that will take

a lot of work and time.

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

Ruthie Seward made a motion to approve the April 2026 city financials and the meeting minutes for the April 13, 2026 meeting. Carrie Ousley seconds the motion. Motion carries.

5. Approving City financials for April 2026.

Mrs. Seward asked about the expense under the tanker and Mary stated it was the loan payment for the new tanker.

6. Approving meeting minutes for the April 13, 2026.

7. Consider and Act upon approving the Interlocal Agreement with Henderson County, Road & Bridge Precinct 4.

Ruthie Seward made a motion to approve the Interlocal Agreement with Henderson County, Road & Bridge Precinct 4. Ollie Harmon seconds the motion. Motion carries.

8. Consider and Act upon collecting bids for new gutters on the back of City Hall.

Mr. Haughey stated that he had been working on cleaning up behind city hall and noticed that there are no gutters on parts of the building and the gutters that are there were rotted out. He stated that this was just for the council to approve collecting bids to vote on next month.

Carrie Ousley made a motion to approve collecting bids for new gutters on the back of City Hall. Ruthie Seward seconds the motion. Motion carries.

9. Discussion, Consider and Act upon how to allocate the grant from Walter and Lori Rainwater Fund at North Texas Community Foundation for the Fire Department.

Mr. Haughey stated that he had hope that a member with the department would attend so that they could discuss the grant money. He asked Mary if she should explain how the grant was received. Mary stated that this was the second donation from the Rainwater's through the North Texas Community Foundation. She stated that the department received a large donation a few years back with the help of then Mayor, Jeff Blackstone. She stated that a few weeks ago, Mr. Blackstone reached out to her regarding another donation and that he needed a letter to be submitted regarding the need for funds for the department. She stated that she put together a letter on behalf of the fire department and turned it in to Mr. Blackstone who then submitted it to the foundation.

Mr. Haughey stated they were to discuss if the funds to go 100% to the tanker payments or other things the fire department need. He stated the funds could only be used for equipment, safety gears, ect.

Mrs. Seaward asked if the department was aware that the council would be discussing the funds during the meeting and Mary stated that an email was sent regarding the discussion. She stated that no one is present to discuss their funds and what they need, she suggests that they apply the entire grant towards the tanker.

Ruthie Seward made a motion to act upon asking the fire department to take \$20,000.00 of the grant and give that back to the city for payments on the new tanker and to keep \$5,000 for the needs. Also to work to schedule a meeting with the department to discuss funding the fire engine and their expenses. Carrie Ousley seconds the motion. Motion carries.

10. Discussion: The reimbursement of building material purchased by Bill Johnston.

Mr. Haughey stated that was just to inform the council that after last month's meeting, the Mayor spoke with Bill regarding the building materials and that the council wanted him to try to return the items and Bill informed the mayor that he wasn't worried about being reimbursed and that he would just keep the materials for himself.

11. Consider and Act upon the purchase of "no littering" signs.

Mr. Haughey stated that the council reviewed an estimate from one company last month and asked for estimates from other companies. He stated that Mary collected cost estimates from other companies and

emailed them to the council. He stated the original company, Pathmark Traffic, had the best rates but he would suggest they try to find somewhere local to get the poles to avoid the high shipping cost. Ollie Harmon made a motion to purchase no littering signs only from Pathmark to be placed on Pleasant Ridge Rd (2), one on Stevenson Road and one on Coffee Landing Road. Carrie Ousley seconds the motion. Motion carries.

12. Discussion: Alliance Church

Mr. Haughey state this item was just a discussion and let inform the council that the church was having a hard time making the monthly rent payments due to low attendance.

Mary spoke and stated that March payment, the first month, was late and the city didn't charge them a late fee but they were late again on the April. She stated that she called them and left a voicemail to get an update on the payment and to inform them that a late fee would be applied. She stated that they had now paid the April payment along with late fees.

Mrs. Ousley asked what the late fees were. Mary stated that according to the contract payment is due on the 15th of each month, after 10 days of no payment being received, late fee of \$10.00 per day is then applied. She stated the church last payment with late fees was \$530.00. She stated that they weren't receiving the income they were expecting since moving and the Pastor stated that they would pay the late fees each month until they can get a head.

13. EDC Report:

Mr. Haughey gave the EDC report. He stated the board discussed the need to put out a public notice regarding their plan for the property. He stated that it was a requirement that the notice goes out and give the residents an option to so yes or no to the project.

He stated they discussed the budget and would be looking to approve it during their next meeting.

He reported that the board also selected Joshua Silverthorn to do the lawn work at the property at the corner of Highsaw and that he does a good job.

The last item he discussed was the board had reviewed three estimates on replacing the City Hall sign in front of city hall. He stated that they selected the company out Bullard called Sign Country and they will be working on getting the cost estimate for reflective lettering and go from there and move forward with replacing the sign.

14. Fire Department Report:

No member of the Fire Department was present to give the report.

Kevin Haughey read the report and listed the 11 calls for service the department received in the month of April.

15. Municipal Court Report:

Mary McDonald gave the municipal court report. She sated that a total of \$1,761.70 was collected in the month of April. \$183.34 would be remitted back to the state and \$1,330.68 would go to the general fund.

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

17. Adjournment:

Ruthie Seward made a motion to adjourn the meeting. Carrie Ousley seconds the motion. Motion carries. Meeting adjourned at 7:59 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, MAY 11, 2026, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND CITY WEBSITE ON FRIDAY, MAY 8, 2026 BY 5:00 PM.


MARQUIS CASTLEBERRY
MAYOR


MARY MCDONALD
CITY SECRETARY