



City of Coffee City
Economic Development Corporation

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Economic Development Corporation
Meeting Minutes
October 4, 2021

1. Call to order

Meeting was called to order by President Pam Drost at 5:00 p.m.

2. Roll Call

Members present: Pam Drost, Vicki Castleberry, Jan Daughtery, Tom McBride
GeoJan Hunter

Quorum

3. Approve the minutes for September 7, 2021. Approve the minutes for Sept. 17, 2021

Approval of the minutes for September 7, 2021 has been tabled. Tom McBride made a motion to approve the minutes for September 17, 2021. Vicki Castleberry seconded the motion. All in favor none opposed motion approved.

4. Approve the Treasury Report for August 2021

Tom McBride discussed needing to know our ETJ to be able charge taxes to the Airbnb's.
Pam Drost stated we need a good updated map.

A motion was made by Tom McBride to accept the treasure report for August 2021. Pam Drost seconded. All in favor none opposed motion approved.

5. Open Forum

Nobody signed up. GeoJan Hunter suggested possibly doing a town newspaper on line so that we can get in touch with our area. Tom McBride asked where the money would come from? Pam said we could sell advertising. We could possibly ask the High School and Colleges if there is someone interested in becoming a journalist.

Tom McBride stated that it is probably coming down to needing an event center to do what all we are wanting to do. The Kilos or Mr. T's red building are good choices. In our community center we need to concentrate on the air conditioning noise and situation.

GeoJan stated a small play production might be interested. The EDC has agreed to build the wall in the community center for 60% of the cost of the project. A written description will be given for the Contractors. We need to get 3 bids from different contractors.

The EDC needs to give the City Council a proposal to be able to get bids.

6. Consider and act upon banking options

a. **Pam Drost** stated we need to keep our account at Austin Bank. GeoJan Hunter made a motion to keep our Hot Account at Austin Bank. Tom McBride seconded. All in favor none opposed Motion approved.

b. **Pam Drost** stated we need to have Austin Bank as our holding account. Southside would be our working account. We also need to open up a Hot account at Southside Bank.

c. **Tom McBride** made a motion to open a general fund account at Austin Bank for approximately \$172,000.00. Vicki Castleberry seconded. All in favor none opposed motion approved.

d. GeoJan Hunter made a motion that we use item #D for the Austin Bank and Southside Bank as a guide line for moving the EDC operational funds . Tom McBride seconded. All in favor none opposed motion approved.

e. Pam Drost stated that we need to open an account at another banking institution. Any amounts would be put in a money making market or some type of interest bearing account. Tom McBride made a motion for the Treasurer to open an interest bearing account at her discretions. Pam Drost seconded. All in favor none opposed motion approved. Chase Bank was suggested.

2. Vicki Castleberry made a motion to let the Treasurer Move money between accounts as needed and report the changes at the meetings. Tom McBride seconded. All in favor none opposed motion approved.

3. Consider and act on back taxes for Airbnb to be collected.
Table until a map in obtained.

4. Committee Reports

a. GeoJan Hunter reported that Lake Palestine has paid up to date. Pam Drost stated we need to concentrate on permitting the places we know about and sending them letters. Pam Drost will reach out to an auditor and see what all they do. Vicki Castleberry will reach out to Athens EDC to see if they have ever done audits on their Hot accounts.

b. Website - Jan Daughtery stated that Adam from group M7 sent instructions through an email on how to put things up on the website. GeoJan Hunter will help get our information on the website.

c. Infrastructure update
Vicki Castleberry stated we needed someone to come out and find a site. Jeff Simmons responded back to Pam. Pam Drost will get back in touch with him about the septic system site.

d. Calendar of events

Discussion was made about looking into the red building or Kilos to hold events. For smaller events we could use our community center. Henderson County Park is undeveloped. The man over it is Monti Shank. The EDC needs to go look at it and ask Mr. Shank to go to the board and ask if it could be given to Coffee City to keep up and used. Tom McBride will see if the red building is available. Also Tom will check into Kilos.

A car show is on our calendar. It is too late for the car show. Instead of the car show the EDC decided to have a Trunk or Treat for Halloween. The EDC will be in charge of Trunk or Treat. Vicki Castleberry will head this up as director. This will be held at our community center October 30, 2020 from 6-8 p.m. Vicki will get in touch with the Fire Dept., Police Dept., and City and Court to see if they would like to participate. A contest for decorating your car trunk will be awarded a prize.

We have a Christmas market with vendors for November 20, 2021. A charge will be set to rent their space. The time for the Market to be decided on.

e. Welcome sign update

Placement of the new City sign will need to be worked out with wherever it is to be put.
A meeting with TX Dot should be our next step.

5. Update on Shellena Bivens/Secretarial work

Pam Drost stated that she received an email from Shellena Bivens saying that she declined our Offer of arbitration.

GeoJan Hunter received a letter stating that we had overcharged Ms. Bivens for \$25.80.

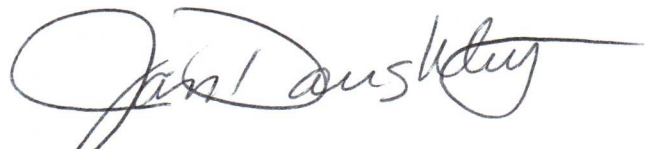
GeoJan Hunter has reimbursed Ms. Bivens for that amount.

Adjourn Meeting

Tom McBride made a motion to adjourn at 7:19p.m. Pam Drost seconded, all in favor meeting adjourned.



Pam Drost /President



Jan Daughtery/EDC Secretary
