

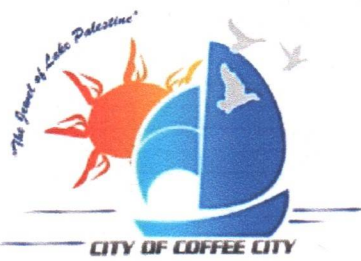


**COFFEE CITY
ECONOMIC DEVELOPMENT CORPORATION
7019 PLEASANT RIDGE RD.
FRANKSTON, TEXAS 75763
903.876.3414**

NOTICE IS HEREBY GIVEN OF A MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; TO BE HELD ON MARCH 28, 2022, AT 5:00 PM, AT THE CITY OF COFFEE CITY LOCATED AT THE ABOVE ADDRESS. THE BOARD RESERVES THE RIGHT TO MEET IN A CLOSED SESSION ON ANY AGENDA ITEM SHOULD THE NEED ARISE AND APPLICABLE PURSUANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE. THE ITEMS LISTED BELOW ARE PLACED ON THE AGENDA FOR DISCUSSION AND/OR ACTION.

Meeting Minutes

1. Call the Meeting to Order/Recording:
The meeting was called to order at 5:00 p.m. by Vicki Castleberry, Vice President.
2. Roll Call / Announce if quorum is present:
Roll Call was conducted by Jan Daughtery, Secretary as follows: Vicki Castleberry, present; GeoJan Hunter, present; Tom McBride, present. A quorum was present and announced.
3. Approve Meeting Minutes for:
The meeting minutes from the February 28th meeting were presented for approval. A motion was made by GeoJan Hunter to approval the minutes as written, Tom McBride seconded the motion. All were in favor. Motion carried. Vicki Castleberry reviewed the meeting agenda for the public.
4. Approve the Treasurer's Report for:
The financials were presented for January 2022 and February 2022 for review and approval. Jan Daughtery made a motion to accept both the January and February 2022 financials as presented. There



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were no questions presented by the Board. Tom McBride seconded the motion. All were in favor. The motion carried.

5. Open Forum:

No members of the public were signed in to speak. GeoJan Hunter presented an update on the "Gone to Texas" publication for the possibility of placing an advertisement or article. The Board tabled this item for further review.

6. Consider and Act upon accepting the resignation of Pam Drost as EDC Board member and President and to remove her as a signatory on the EDC Bank Accounts.

Pam Drost submitted her resignation as an EDC Board member and President. A motion was made by GeoJan Hunter to accept the resignation of Pam Drost and to remove her as a signatory on the EDC Bank Accounts, referencing the Austin State Bank and the Southside Bank. In addition, Vicki Castleberry volunteered to be the third signatory for the remainder of her term which is set to expire May 31st 2023. Tom McBride seconded the motion. All were in favor. Motion carried.

7 Consider and Act upon selecting a new, interim or acting President for the remaining term ending May 31, 2022.

Vicki Castleberry made a recommendation to consider the appointment of former EDC Board member, Cynthia Swanson to fulfill the vacant board position and position of EDC President until May 31st, 2022 when the former President's term was set to



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expire. Jan Daughtery made a motion to recommend Cynthia Swanson to the City Council for approval to fulfill the vacant seat until the end of the term set to expire on May 31st, 2022. Tom McBride seconded the motion. All were in favor. Motion carried.

8. Consider and Act upon the acceptance of new board member applications for referral to the City Council for appointment to the EDC Board.

GeoJan Hunter introduced two new applicants for EDC Board positions, Justin Wiggins and Jeff Blackstone. Each individual introduced themselves and spoke briefly to the board. GeoJan Hunter made a motion to accept the applications of Justin Wiggins and Jeff Blackstone for further recommendation to be made to the City Council for appointment to the EDC Board. Tom McBride seconded the motion. All were in favor. Motion carried.

9. Discuss and Act upon terms of office. According to bylaws Section 3.02, terms of office should expire on May 31.

In accordance with the approved bylaws the current membership roster needs to be amended to reflect the following: Three existing members terms will expire at the end of May 2022, two existing members terms will expire at the end of May 2023. Two new member terms will be set to expire at the end of May 2024. GeoJan Hunter made the motion to accept the changes as above. Tom McBride seconded the motion. All were in favor. Motion carried.



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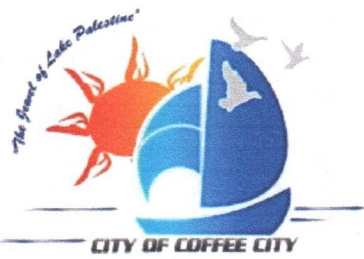
10. Discuss and Act upon amending bylaws Section 3.02 to include Business Owners and establish a set mileage distance from Coffee City Limits.
Tom McBride made a recommendation to consider amending the Bylaws Section 3.02 to extend the membership requirements for the EDC to those individuals who live within 10 miles of the City who own property or businesses within Coffee City limits. GeoJan Hunter made the motion to accept the changes as stated above. Tom McBride seconded the motion. All were in favor. Motion carried.

11. Discuss and Act upon completion of the Policy and Guidelines for Grants.
It was determined that the two final proposed guidelines would be applied as follows: Guideline #2 would be used for individuals that were operating a business within the City as a "tenant" leasing space from another individual. Guideline #3 would be used for individuals or businesses identified as "owners" owning a property and/or building where the "owner's" business is/or to be located. A revision to each of the guidelines will be made to reflect this change. Tom McBride made a motion to reflect the above changes to the Policy and Guidelines for Grants #2 and #3. GeoJan Hunter seconded the motion. All were in favor. Motion carried.

12. Calendar of Events - Discuss and Act Upon

April 16: Community Easter Egg Hunt
The Fire Dept has planned a hunt for the 16th at 9:00 am at the Community Center

This was addressed in a prior meeting. The EDC will purchase Easter Egg Baskets as a donation up to \$150.00



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May 14th: Fishing Tournament-Belts and Hoses

This was addressed in a prior meeting.

May 28: Memorial Day Golf Cart Parade

The finalization of this event will be at the next meeting. The Police Chief agreed to provide Police support, route is to be determined. Food and refreshments will be discussed further pending confirmation from Justin Wiggins regarding seeking permission for the use of a privately owned lot for parade activities. Change will be made to Community Parade. There was discussion to broaden the scope of the parade to include any vehicle, horse, etc. that the citizens might want to include.

June 18: Father's Day Activity-*Tabled*

- *13. Adjourn the regular meeting and convene into Executive Session for the purpose of Economic development negotiations pursuant to Texas Government Code Section 551.087 (economic development).

The regular meeting of the EDC was adjourned at 5:55 p.m.

The executive session was convened at 5:56 p.m.

Discuss, Consider and Act upon approving the Hwy 155 and FM 3506 Project as proposed by Ray Ver Hey during open forum of the February 2022 meeting.

During the executive session there was a presentation regarding another available property located at Hwy 3506 and Highsaw Trail.



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- *14 Adjourn the executive session and reconvene into Regular Session, announce the action taken, if any.

*The executive session of the EDC was adjourned at 6:30 p.m.
The regular meeting of the EDC was resumed at 6:32 p.m.*

The EDC Board announced the action taken as a result of the executive session was the approval to move forward with both of the proposed projects and to present them to the City Council for authorization to proceed.

15. Agenda items for next month:


The following items were identified for inclusion on the next EDC meeting agenda:

- 1. Hotel Occupancy Tax-Property located on Pine Street-to forgive the fine.*
- 2. Purchase of Property(ies) details and timelines.*
- 3. Public Hearing for Land Acquisition by the EDC*
- 4. Welcome New Board Members*
- 5. Gone to Texas Magazine Advertising*

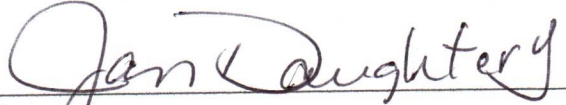
16. Adjourn:

Having concluded all business, a motion was made by Jan Daughtery to adjourn the meeting. The motion was seconded by Tom McBride. All were in favor. Motion carried. The meeting of the EDC Board was adjourned at 6:52 p.m.

We, certify that these meeting minutes for the Coffee City EDC meeting March 28, 2022, at 5:00 PM are true and correct and have been approved effective April 25th, 2022.



Interim President



Secretary