



City of Coffee City Economic Development Corporation

7019 Pleasant Ridge
Coffee City, TX 75763
(903) 876-3414 Office
(903) 876-2433 Fax

A MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; WAS HELD ON MAY 23rd, 2022, AT 5:00 PM, AT THE CITY OF COFFEE CITY LOCATED AT THE ABOVE ADDRESS. THE MINUTES FROM THAT MEETING ARE RECORDED BELOW AS WRITTEN:

MEETING MINUTES

1. Call the Meeting to Order/Announce Recording.
The EDC meeting was called to order by Cynthia Swanson at 5:01 p.m.
2. Roll Call / Announce if quorum is present.
The Secretary, Jan Daughtery, called the roll and announced that a quorum was present. Present were the following members; Tom McBride, Vicki Castleberry, Cynthia Swanson, GeoJan Hunter, Jan Daughtery and Jeff Blackstone. Justin Wiggins was absent. This is Justin Wiggin's second absence without notice.
3. Approve Meeting Minutes for April 25th, 2022 and May 11th, 2022.
Members reviewed the minutes from April 25th and May 11th of 2022. A motion was made by Vicki Castleberry to approve the minutes as written for April 25th and May 11th, 2022. Tom McBride seconded the motion. All were in favor. None were opposed. The motion carried.
4. Approve the Treasurer's Report for April 2022.
Members reviewed the Treasurer's Report as presented. The treasurer answered questions regarding the deposits from Lake Palestine Resort and Lake Palestine Motor Inn. GeoJan Hunter highlighted the deposits and the checks written reports. Also given was a report on the H.O.T. delinquency from the Pine Street property. The reimbursement for the sign payments for electricity that have been taken out of the H.O.T. account mistakenly will be made at the fiscal year end. The electric payment for the sign will be pro-rated to 30-40% for H.O.T. advertising of local lodging, RV resorts, motel and VRBO's.
5. Open Forum:

*Dan Crouch-Bella Vista Event
No one was present to talk about this event.*

6. Public Hearing-Property Purchase-Location Highsaw and Hwy 3506.

*In accordance with the State Statutes, the public notification was posted in the Athens Newspaper (City's newspaper of record) on last Thursday the 19th and Saturday the 22nd. The public notification was also read out loud by the EDC President as follows: **Notice of public hearing City Economic Development Corporation notice is hereby given that a public hearing will be held by the coffee City Economic Development Corporation on May 23 2020 to 1700 hours, which is 5pm in the Coffee City-City Hall, located at 7019 Pleasant Ridge Road Coffee City, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following the intended purchase of property located at Highsaw trail in Coffee City, Texas. The property is a corner lot located the FM 3506 and Highsaw Trail. The Property for Sale is listed as MLS NUMBER 1046157 was REMAX in Tyler, Texas. Anyone wishing to present written statements or materials affecting the request stated above may submit to the Coffee City Economic Development Board located at 7019 Pleasant Ridge Rd. Coffee City, Texas prior to the meeting date. If you have any questions on the above notice, please contact the Coffee City Economic Development Corporation at 903-876-3414. Monday through Friday, from 9:00 a.m. to 4:00 p.m.** To date there have been no notices from the public protesting the purchase of the above-mentioned property.*

7. Consider and Act upon approving/finalizing the EDC FY 2022-2023 Budget for submission to the Coffee City-City Council.

A request was made by Tom McBride to review the budget line by line. The treasurer, GeoJan Hunter read the proposed budget numbers as discussed at the EDC Budget meeting, highlighting the changes, increases and reductions that have been proposed for the upcoming fiscal year 2022-2023.

A motion was made by Vicki Castleberry to approve the proposed budget as read for further presentation to the Coffee City-City Council for approval. Tom McBride seconded the motion. All were in favor. None were opposed. Motion carried.

8. Review/Update/Consider and Act, as necessary upon the proposed EDC proposed property purchases.

Tom McBride gave an update on where the EDC is on the proposed property. We are in the 60 day window. Tom stated that the City Council will need to come up with the resolution concerning the property purchase and have two public readings. The realtor for the property has been updated on where the EDC stands with this project. Therefore there is nothing further the EDC can do at this point except advise the City Secretary of the need for a resolution and the two public readings performed at City Council meetings.

9. Consider and Act upon accepting/confirming/approving the EDC Director nominees to be presented to the Coffee City-City Council for approval and appointment to the EDC Board.

The EDC Board accepted nominations for Jan Daughtery-second 2 year term, GeoJan Hunter-second 2 year term and Karla Hutchinson-first 2 year term. GeoJan Hunter stated that she was withdrawing from her nomination for a second 2 year term. It was discussed and suggested that the EDC Board would put forward; Jan Daughtery and Karla Hutchinson for the approval and appointment by the City Council. Tom McBride made a motion to present Jan Daughtery and Karla Hutchinson for approval. Vicki Castleberry seconded the motion. All were in favor. None were opposed. Motion carried.

10. Calendar of Events – Discussion/Amend/Finalize/Consider and Act on:

June 18: Father's Day Activity-Bank Fishing Tournament
July 2: Bella Vista Event Sponsorship

There was no one present to discuss the Bella Vista event.

Discussion was had on the Father's Day Fishing Tournament on June 18th. A review of the proposed costs was presented by Micah Wolfe in the amount of \$954.36. This amount will cover the cost of prizes for 4 places at \$254.36, food \$5.00 each for 100 people to equal \$500.00, Facebook advertising boost of \$200.00. A review of the flyer revealed one correction "present" to "presents" to the flyer. Micah will provide for the door prize drawing tickets, suggested "must be present to win", time is from 8 am. to 2 pm. Inquiries come forward to ask if we should ask the Fire Dept. to assist in obtaining door prizes. Jan Daughtery made a motion to accept the information presented with corrections and the dollar figure of \$954.36. GeoJan Hunter seconded the motion. Vote was 5 were in favor, 1 abstained. Motion carried.

A review of the Fire Dept. Belts and Hoses fishing tournament was given by GeoJan Hunter. Fire Chief submitted a pretty transparent report of how the EDC event funds were used, how many teams participated, and the prize money allocation.-No Action was required on this item.

11. Consider and Act upon changing the EDC Meeting time to allow working members more flexibility to attend the meetings.

Discussion was brought forward regarding changing the EDC regular meeting time. It was suggested that 5:30 p.m. meeting time would allow more flexibility for working members on the Board. Tom McBride made a motion to change the EDC

regular meeting time to 5:30 p.m. Jeff Blackstone seconded the motion. All were in favor. None were opposed. Motion carried.

12. Discuss agenda items for next month.

The Board selected the following items to appear on the agenda for June 2022 as follows:

Update on the Highsaw property purchase

Consider and Act upon possible event funding for Bella Vista Event on July 2nd.

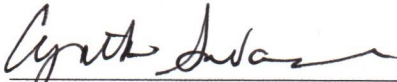
Review the results of the Father's Day Fishing Tournament

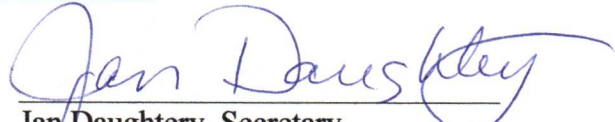
Review EDC Budget 2022-2023 action by the City

13. Adjourn

The President asked for a motion to adjourn. GeoJan Hunter made a motion to adjourn the meeting. Tom McBride seconded the motion. All were in favor. None were opposed. Motion carried and the meeting was adjourned at 5:43 p.m.

We certify that these are the official minutes for the Coffee City EDC meeting that were held on **May 23rd, 2022, at 5:00 PM** was reviewed and approved on June 27th, 2022.


Cynthia Swanson, President


Jan Daughtery, Secretary