

City of Coffee City Economic Development Corporation

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

THESE ARE THE OFFICIAL MINUTES OF A MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION HELD ON JUNE 27th, 2022, AT 5:30 PM, AT THE CITY OF COFFEE CITY LOCATED AT THE ABOVE ADDRESS.

MINUTES

1. Call the Meeting to Order/Announce Recording.

The meeting of the Coffee City EDC was called to order at 5:30 p.m. on June 27th, 2022 by the Vice President; Vicki Castleberry.

2. Roll Call/Announce if quorum is present.

The Secretary, Jan Daughtery called the roll; Vicki Castleberry, present; GeoJan Hunter, present; Tom McBride, present; Jeff Blackstone, absent, excused; Jan Daughtery, present. Jan announced the presence of a quorum.

3. Approve Meeting Minutes for:

The Vice President asked for a review of the meeting minutes for the regular called meeting of May 23rd and the special called meeting of June 1st of 2022. A review was done. GeoJan Hunter noted a correction on the meeting minutes for May 23rd reflecting a recording error. The correction was highlighted and corrected for the approval and will be formally corrected for the minutes to be posted to the website. There were no corrections noted for the June 1st minutes. Jan Daughtery made a motion to accept the minutes with the noted corrections for May 23rd and June 1st, 2022. Tom McBride seconded the motion. All were in favor. None were opposed. Motion carried.

4. Approve the Treasurer's Report for:

The Vice President called for review and approval of the treasurer's report for May 2022. GeoJan Hunter reviewed the financials highlighting increase in the Hotel Occupancy Tax collections. The Pine Street property will be forwarding an additional payment to bring the total account current and began monthly submissions. A conversation with a former EDC member revealed that there were two more properties in the Lollipop Landing Subdivision that will need to be researched. A review of all bank accounts, balance sheet, profit and loss, and year to date comparison. A question was raised about the EDC being able to support

the Police Dept. This was addressed with the EDC attorney and this category is not eligible for EDC support. Discussion with the Board about the ability for the EDC to continue operations after June 30th being that the fiscal year end for the EDC and the City is June 30. At this time due to City Council resignations, the City is unable to establish a quorum in order to conduct business. Furthermore, new EDC budget cannot be approved. The EDC will therefore, under the advice of the EDC attorney operate on the prior year budget 2021-2022 for the purpose of operations and maintenance expenditures only. No new business, requiring the approval of the City Council may be undertaken.

5. **Open Forum:**

***Dan Crouch** with Bella Vista was present to address the EDC for an upcoming 4th of July Celebration to be held on July 2nd. The EDC was presented with sponsorship levels and information regarding the event itinerary. Mr. Crouch gave an update on his future plans at Bella Vista for lodging accommodations. A review of the EDC requirements was reviewed and it was determined that this event would meet the criteria for support by the EDC in relation to sales tax revenue, community involvement and public draw from other areas. The EDC would be able to our banner indicating our support.*

***Mayor Serrato** was present at the meeting to address the EDC Board regarding not putting EDC agenda items on the City Council Agenda last month, explaining that he did not understand the importance of having the items listed even though there was no quorum present and no action could be taken on any item. The Mayor also gave an update on the state of operations for the City stating that the City will not shut down, but will be able to continue functioning under the old budget with no new business requiring City Council approval being done. Tom McBride spoke regarding the interest in securing available property*

6. **Update on City Council Meeting on June 13th, 2022**

The City Council meeting was called to order by the Mayor, roll call was taken, all City Council members were absent. The meeting could not continue due to a lack of a quorum, The Mayor adjourned the meeting.

7. **Discuss, Consider and Act on Attorney communications discussing what happens after June 30th. EDC may adjourn into Executive Session, if necessary.**

The Vice President adjourned the open portion of the meeting at 6:15 p.m. for the purpose of meeting in executive session for deliberations with the EDC attorney regarding EDC operations affected by the City's current status under section 551.071 of the LGC. At 6:34 the executive session was adjourned and at 6:35 p.m. the EDC Board resumed the open meeting. ACTION TAKEN: The EDC Board gave approval for the EDC Attorney to consult with the City Attorney regarding the current situation with the City.

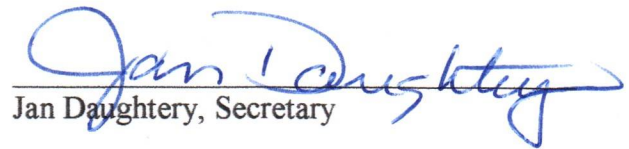
8. Update Property Purchase -Public Hearing-Property Location Highsaw and Hwy 3506.
The current City situation has delayed moving forward in securing the property located at FM 3506 and Highsaw Trail. Tom McBride made note that the EDC project could be at the mercy of the patience of the owners of the land in question. No action was required at this time.
9. Consider and Act upon approving Bella Vista Event Funding for July 2nd
The Vice President asked if there were any other questions regarding the request for event hosted by Bella Vista in reference to the sponsorship levels. The EDC Board reviewed the criteria for H.O.T. funding and the need to support local venues on both sides of the bridge. The sponsorship would include a place for the EDC Banner and 40 tickets for the EDC Board to give out to the public. The event/venue funding budget has available funds. A motion was made by GeoJan Hunter to support the Bella Vista Independence Day Celebration at the Gold Level for \$1500.00. Jan Daughtery seconded the motion. All were in favor. None were opposed. Motioned carried.
10. Review/Update on Father and Son Bank Fishing Tournament on June 18th
A review was made by GeoJan Hunter regarding the Father's Day Bank Fishing Tournament. GeoJan Hunter provided a written recap of the event indicating the places where the participants were from, advertising and expenses. In addition a written documentation was also prepared by GeoJan Hunter showing those who won the contest prizes and the door prizes to be posted on the website with thanks to all who participated and hosted the event.
11. Calendar of Events – Discussion/Amend/Finalize/Consider and Act on:
The Vice President asked to have a discussion about the next events that could be placed on the calendar. Due to the situation at the City, the EDC can only discuss items but not act on any new spending. There is a question on whether or not we can use the remained of the budget for any activities going forward. However, anything that would require City Council approval the EDC would not be able to do. Current understanding is that only routine items such as maintenance and operations can be done at this time. Question regarding a EDC secretary was mentioned, but would need to be authorized by the City Council before the individual would accept.
12. Discuss agenda items for next month.
*Update on the purchase of the Highsaw property
Update on the City situation
Election of EDC officers
Update on EDC Secretary position*

13. Adjourn

The Vice President asked for a motion to adjourn, if there was no more discussion on the agenda for next month. Tom McBride made a motion to adjourn. Jan Daughtery seconded the motion. All were in favor. None opposed. Motion carried. The meeting was adjourned at 7:00 p.m.

We certify these are the official minutes for the Coffee City EDC meeting held **June 27th, 2022, at 5:30 PM** at the Coffee City-City Hall.


Vicki Castleberry-Vice President


Jan Daughtery, Secretary

Approved on: 9/26/22