



City of Coffee City Economic Development Corporation

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NOTICE IS HEREBY GIVEN OF A REGULAR MONTHLY MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; THAT WAS HELD ON **MONDAY, MAY 19, 2025, 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.

MINUTES

1. Call Meeting to Order/Announce Recording.
Vicki Castleberry called the meeting to order at 5:08 pm and announced recording of the minutes.
2. Roll Call/Announce if quorum is present.
Roll was called: Felicia Allen, absent; Carrie Ousley, present; Laney Lyons, absent; Vicki Castleberry, present; Walter Kern, present; Ollie Harmon, present. Quorum is met.
3. Approve Meeting Minutes for March 2025:
Carrie Ousley motions to approve the minutes, and Walter Kearns seconds the motion. All in favor, none opposed. Motion Carried.
4. Approve the Treasurer's Report for February and March 2025:
Carrie Ousley and others discuss the net income figures for February and March, noting a significant difference. explains the discrepancies, including delays in receiving hotel occupancy taxes and sales tax payments. Carrie Ousley and others express concern over the significant difference in ending balances between February and March. Vicki Castleberry clarified that some transactions were recorded in the wrong month due to timing issues. Carrie Ousley made a motion to approve the Treasurer's Report for February and March 2025, with a plan to review the but in more details at a later meeting. Ollie Harmon, second the motion. All in favor, none opposed. Motion Carried.
5. Open Forum

6. Discuss and appoint new officers for the 2025 – 2027 fiscal year.
Carrie Ousley confirms her intention to step down in May, and the appointment of new officers is tabled until the next meeting. Number 6 is tabled until July.
7. Review and work on EDC Budget for 2025 – 2026 fiscal year.
Tabled until May 27th meeting.
8. Discuss Agenda Items for next meeting.
 - Approval of April Minutes
 - Approval of April Treasurer's Report
 - Remove EDC Board Member Laney Lyon
 - Appoint new board members
 - Review 2025 Property Appraisal Value
 - Lighting and Cameras for Highsaw and Hwy 3506 Property
 - EDC Budget
10. Next meeting date: May 27, 2025.
11. Adjourn 6:15 pm

I certify that a copy of the official minutes for the Coffee City EDC meeting held on **Monday, May 19, at 5:00 PM** was posted at the City Hall Public Notice Board and the Coffee City EDC Website on Friday.

May 19, 2025, at 5:00 PM

Vicki Castleberry
Vicki Castleberry/ President


Felicia Cook-Allen/Secretary

May 27, 2025
Date Approved