



City of Coffee City Economic Development Corporation

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

NOTICE IS HEREBY GIVEN OF A REGULAR MONTHLY MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; TO BE HELD ON **MONDAY, DECEMBER 22, 2025, AT 4:30 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 4:46 PM.

2. Roll Call/Announce if quorum is present.

Candice Lyon announced roll call and a quorum was present. Walter Kern was absent.

3. Approve Meeting Minutes for:

November 2025

Mrs. Castleberry stated that there was a mistake on the minutes that needed to be corrected. She stated that it needed to be changed to reflect Felicia Allen and Ollie Harmon being absent from the meeting.

Felicia Allen made a motion to approve the meeting minutes for November 2025 with the corrections being made of Felicia Allen being absent and Ollie Harmon being absent. Kevin Haughey seconds the motion. Motion carries.

4. Approve the Treasurer's Report for:

November 2025

Ollie Harmon asked about the line item of land being held for sale. Mrs. Castleberry stated that it was for the property down on the corner of Highsaw.

Candice Lyon made a motion to approve the Treasurer's report for November 2025. Felicia Allen seconds the motion. Motion carries.

5. Open Forum

No one signed to speak.

6. Consider and Act upon needed items to assist the Fire Department on a Fish Fry Fundraiser during the month of January.

Mrs. Vicki Castleberry stated that she had everyone signed up to bring something and that she would be picking up some items herself. She stated that the EDC would be purchasing the fish. She discussed the items that were needed and who had signed up for each. She stated that her and Mary had sent out letters and flyers to help with advertising. She also stated that Mary had already started collecting money for tickets and have given them to her.

Felicia Allen made a motion that everything was in place for the upcoming fish fry. Candice Lyon seconds the motion. Motion carries.

7. Discussion related to equipment to be purchased for EDC property at Highsaw & CR 3506. (tables (3) 46" round), hotbox (2), trash cans (3), electrical plugs, water spigots, umbrella, and grills (3) Foundation for placement of equipment?(Decomposed Granite- for March 2026)

Mrs. Castleberry stated that in their last meeting they discussed putting three round tables, two hot boxes and three trash cans on the property. She stated that she also received an approximate cost for electricity to be installed and it would be around \$4,000.00 and she was still working on the water.

Mr. Haughey asked if there was already a water meter on the property and Mrs. Castleberry stated that was unsure if there was.

Mrs. Castleberry stated that she still needed to get prices for umbrellas and grills.

Mrs. Castleberry stated that she wants to start the process in March when the weather gets better.

8. Discuss and Act upon completing Required Training no later than January 26, 2026.

This is the Public Information Act & Open Meeting Act Training.

www.texasattorneygeneral.gov/open-government

Mrs. Castleberry explained the need for all members to complete the required training. She stated that a few members already finished and the ones that have not should complete them and send the certificate to her for their files.

9. Discuss Agenda Items for next meeting.

Mrs. Castleberry stated that if anyone ever feels that there is something that needs to be added to the agenda for a discussion or act upon, to let her know at least a week before the meeting so that she can add it.

Felicia Allen asked if item seven was going to be on the agenda again and Mrs. Castleberry stated that it would be to discuss the electricity and water parts of it.

Mrs. Castleberry stated that she was still waiting on the gentleman to reimburse the EDC for the property tax for the gifted property that had been returned to him. She stated that she would put it down for an item to discuss moving forward if they have not received the payment yet.

10. Next meeting date: December 22, 2025.

Mrs. Castleberry state that date listed was incorrect and the next meeting was January 26, 2026

11. Adjourn

Kevin Haughey made a motion to adjourn the meeting. Candice Lyon seconds the motion. Motion carries. Meeting adjourned at 5:15 PM.

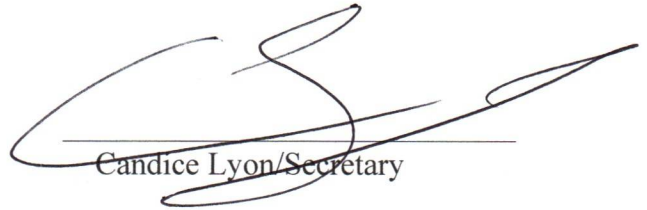
I certify that a copy of this agenda for the Coffee City EDC meeting **Monday, December 22, at 4:30 PM** was posted at the City Hall Public Notice Board and the Coffee City EDC Website on Friday.

December 19, 2025, at 5:00 PM

Vicki Castleberry

Vicki Castleberry/ President

January 29, 2026
Date Approved



Candice Lyon/Secretary