



7019 Pleasant Ridge Road * Coffee City, TX 75763 Phone: (903) 876-3414 * Fax: (903) 873-2433

City of Coffee City Economic Development Corporation

NOTICE IS HEREBY GIVEN OF A REGULAR MONTHLY MEETING OF THE COFFEE CITY ECONOMIC DEVELOPMENT CORPORATION; TO BE HELD ON **MONDAY, FEBRUARY 23, 2026, 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 5:07 PM.

2. Roll Call/ Announce if a quorum is present.

Candice Lyon announced roll call and a quorum was present. Ollie Harmon was absent.

3. Approve Meeting Minutes for:

a. January 2026

Kevin Haughey made a motion to approve the meeting minutes for January 2026.

Walter Kern seconds the motion. Motion carries.

4. Approve the Treasurer's Report for:

a. January 2026

Mrs. Castleberry stated that while the board reviewed the treasurer's report she was going to go over the years spending. She stated she had the budget and a breakdown of what has been spent so far for each item. She reviewed the expenses.

Candice Lyon made a motion to approve the Treasurer's report for January 2026. Valerie Gorman seconds the motion. Motion carries.

5. Open Forum

No one spoke during open forum.

6. Welcome new Board Member Valerie Gorman to the EDC Board.

Mrs. Castleberry stated that not all members were in attendance during the last meeting so she wanted to introduce Ms. Gorman and thank her for joining the board

7. Acknowledge payment received for taxes paid on gifted property.

Mrs. Castleberry stated that she just wanted to let the board know that the payment was received and there would be no need to reach out to the attorney for his assistance.

8. Discuss equipment to be purchased for the EDC property at Highsaw & CR 3506 tables (3) 46" round), hotbox (2), trash cans (3), electrical plugs, umbrella, and grills (3), foundation for placement of equipment? (decomposed Granite-for March 2026): Report from Kevin on water set-up; Report from Vici on electricity set-up.

Mr. Haughey spoke and stated that it would cost about \$1,700 to get a water meter installed only and then they would have to get someone to connect to the meter and onto the property to a hose bib. He also stated that if they want for water was for a use of potential food trucks that he felt it wouldn't be needed as most trucks have generators and their own supplies. Mrs. Lyon asked about the tables that would be installed and if they needed to be cleaned how they would be able to do that without water being available. Mr. Haughey asked who was going to be responsible for taking trash out and Mrs. Castleberry stated that they could talk to whoever they decide to use for law care and see if that is something they would be willing to do and bring the trash to the city hall dumpster.

Mrs. Castleberry stated that she spoke with the electric company and said he would be \$1653.01 for a transformer and \$9 a foot for wire from the primary pole on the property. She stated that based on where the pole is going to be located it wouldn't be too expensive to get the power connected.

Mr. Haughey stated that he had a contractor that was going to give a bid for the work to be done with the tables.

9. Discuss completion of Required Training for April 23, 2026, for V. Gorman, and March 23, 2026 for W. Kern.

The Public Information Act & Open Meeting Act Training.

www.texasattorneygeneral.gov/open-government

Mrs. Castleberry stated that Ms. Gorman had 90 days to complete her training and that Walter had exceeded his days but was giving him until March 23rd to complete. Mr. Kern stated that he was likely turning in his resignation letter next week due to his new position within the fire department.

Mrs. Castleberry asked if Walt could get the information of a lady that was interested in joining the board and that her husband was with the fire department, Mr. Kern stated that he would. Mr. Haughey asked if they lived within the city limits or the ETJ and Mr. Kern stated they were within 10 miles of city limits which is a requirement to be on the EDC board.

10. Discuss bank card signatures for C. Lyon at Southside Bank.

Mrs. Castleberry stated that they had all the documents needed and she would be dropping them off at the bank.

11. Discuss and Act upon donating to the event funding in the amount of \$3,500 for the Fire Department's Annual Belts and Hoses Fishing Tournament Fundraiser.

Mrs. Allen asked why more funds were needed when the EDC just held a fundraiser for the department. Mr. Kern spoke and stated that the department runs on donations and fundraisers because the county had cut their funding in half.

Mrs. Allen asked if they had a budget they could present and Mr. Kern stated that one had previously been provided with the assistance of Mary.

Mr. Kern discussed what the funds have been spent on the last few months and what they expecting.

Mr. Haughey stated that if they gave the department the \$3,500, he would want to see what the money was spent on. Mr. Kern stated Lisa was the administrator and he would call her and let her know what is needed. Mrs. Castleberry also asked Mr. Kern to find out about the fish fry funds and the amount of donations from it that was sent directly to the fire department that she didn't know about.

Felicia Allen made a motion to approve funding the Belts and Hoses Fishing Tournament in the amount of \$3,500.00. Candice Lyons seconds the motion. Motion carries.

12. Discuss and Act upon Getting three (3) closed bids for groundwork at the new park.

Mrs. Castleberry stated they have 2 bids but still needed to get the one from Mr. Haughey when it's ready.

Candice Lyon made a motion to table item 12 & 13 until the next meeting. Kevin Haughey seconds the motion. Motion carries.

13. Discuss and Act upon getting three (3) bids for canopies for the new park.

Item tabled during Item 12

14. Discuss Public Nuisance Notice filed with the Henderson County Fire Marshal for the home/property belonging to J. Royce at 7981 Highsaw Trail.

Mrs. Castleberry stated that she submitted a report to the fire marshal office with photos but because it's in the city limits, they were not likely to do anything. Mr. Kern and Mr. Haughey both confirmed that the fire marshal wouldn't do anything because it was in our city limits and it would need to be a code enforcement officer.

15. Discuss and Act upon following up on the purchasing of a new sign for the city that was approved at an earlier date but never purchased.

Mrs. Castleberry stated that Mary had given her the documents showing that a new sign had previously been approved by council but the city never moved forward with it. She stated that she asked Mary to work on a new sign with up-to-date information and call the company and see if they could get new bids.

Walt Kern made a motion to table the item. Candice Lyon seconds the motion. Motion carries.

16. Discuss Agenda Items for next meeting.

The board discussed and decided to place items 8, 9, 12, 13 & 15 back on the agenda for next month.

17. Next meeting date: March 23, 2026.

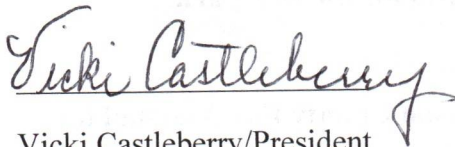
Mrs. Castleberry stated that the next scheduled meeting was Monday, March 23, 2026 and if any of the members want an item added to the agenda to let her know by Wednesday of the week before so she can add it before it's posted on Friday.

18. Adjourn.

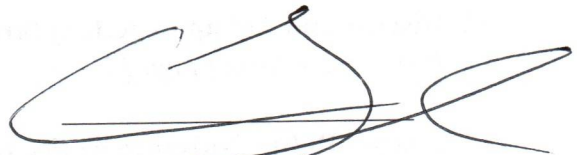
Walter Kern made a motion to adjourn the meeting. Felicia Allen seconds the motion. Motion carries. Meeting adjourned at 6:30 PM.

I certify that a copy of this agenda for the Coffee City EDC meeting **Monday, February 23, 2026 at 5:30 PM** was posted at the City Hall Public Notice Board and the Coffee City EDC Website on Friday.

February 20, 2026, at 5:00 PM



Vicki Castleberry/President



Candice Lyon/Secretary

3-23-26

Date Approved