

CITY OF COFFEE CITY
MINUTES OF CITY COUNCIL MEETING
January 14, 2019

Call to Order.

The City Council of Coffee City, Texas, convened in regular session on January 14, 2019 at City Hall - Court Room, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

Pam Drost, Mayor	Douglas Davis, City Secretary
Phil Rutledge, Mayor Pro-Tem	Shellena Bivens, Municipal Court Judge
Don Weaver, Alderman	Chris Moore, Fire Chief - Absent
Riley Standifer, Alderman	Frank Serrato, Police Chief
Terry Cooper, Alderman	
GeoJan Wright, Alderman	

Quorum

1. Call to Order.
Mayor Drost called the meeting to order at 6:00 pm
2. Roll Call and announce if quorum is present.
Roll was called by the City Secretary, and a quorum was present.
3. Consider and Act Upon the Consent Items: #4, #5, and #6 .
Councilman Rutledge made a motion to accept the consent items. Councilman Cooper seconded the motion. A vote was taken and was unanimous.
4. Approve Minutes from the December 10, 2018 Council Meeting, as written.
5. Approve Minutes from the December 17, 2018 Special Council Meeting, as written.
6. Approve the Check Register for the month of December 2018.
Councilman Rutledge asked about the two auto expenditures in the December 2018 check register. Mayor Drost explained that the first purchase was made to replace the car that was wrecked last year, and was purchased with insurance proceeds. The second police car was purchased as part of the FY 2019 budget.

Councilman Weaver asked about a deposit from Ancient Free... for Tasers. The Mayor explained that the money was donated by the Masons in Frankston to the police department to purchase Tasers. Councilman Weaver stated that during the last meeting (council meeting) Councilman Cooper asked if the city would be buying Tasers. Councilman Weaver stated that in the minutes of the last council meeting, "Mayor Drost stated that Tasers would not be purchased by the city. The individual officer would buy their own. So we can't have a fund for Tasers..." The Mayor interjected " we really did not have a fund for Tasers, but someone donated the money for Taser purposes." Councilman Weaver stated "So the city will be buying Tasers" Mayor Drost answered "from the money that was donated. We didn't really budget for that, and have it in the budget, but yes because that money was donated for that." Councilman Weaver also asked the police chief what a 1500TXW-18 was. The chief stated that he believed it was the radar for the police car.
7. Open Forum.
Mr. Edward McDaniel spoke in the open forum. He stated that he had two complaints The first complaint was about the roads. He stated that his road had been messed up since 2013. He stated that the commissioner came by the other day and said that he would not do anything about the road. He stated that when it rains the water backs up all the way to his drive way. The Mayor asked what road. Mr.

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McDaniel stated 4221. He stated that he had a air compressor stolen. He stated that a police officer had not been down that road since October the third. He stated that no one (police) patrolled that road. The Mayor stated that she would look into that for him. He stated that he had talked to Sheriff Hillhouse, and he sends a deputy through there ever now and then. Councilman Rutledge asked if it was a county road. Mr. McDaniel stated that it was a city road.

(There were no other speakers for open forum)

8. Consider and Act upon accepting the hiring of new employee Cody Welch for full time police officer position.
The Mayor stated that they had interviewed two officers from within the police department for the position, and that they had decided on officer Welch. She stated that this was to replace officer Clark. Councilman Standifer made a motion to accept officer Welch as the new full time police officer. Councilman Rutledge seconded the motion. A vote was taken, and was unanimous.
9. Discuss making Amendments to the 2018-2019 Budget.
The Mayor stated that the budget review spreadsheet that they had reviewed in the past. She stated that in the original budget it showed the net amount for court income, under the new budget they are putting the gross amount for fines, and considering the court cost under the expense section. Councilman Rutledge explained that the dollar amounts were the same, but during the last audit we were told that we did not have it in enough detail. The Mayor stated that she took out Game Room Income out of the budget, and put in Insurance Proceeds, Taser Income, Taser Expense, Special Events Income, Special Events Expense. These changes were suggested by the accounting firm that was used for the FY 2018 audit. The Mayor stated that she would have a resolution on the next agenda for the changes in the budget.
10. Approve amendments made to the 2018 - 2019 Budget
Councilman Weaver made a motion to accept the amended budget. Councilperson Wright seconded the motion. A vote was taken and was approved.
11. Consider and Act upon renewing our annual maintenance agreement with Joey Ridgle's Septic Service.
The Mayor asked the City Secretary if the contract amount changed for the previous year. The City Secretary stated that he did not believe it had. Councilman Rutledge asked if we included the bucket of chlorine last year, the City Secretary answered yes.

Councilman Weaver made a motion that we renew the service agreement with Joey Ridgle's septic service. Councilman Cooper seconded the motion. A vote was taken and was unanimous.
12. Mayor's Report:
The Mayor stated that we do need to elect a new Mayor ProTem, and that she would add it to the agenda for February 2019 council meeting. The Mayor stated that she would like to put the grant program on the agenda for next meeting. The Mayor stated that they had tabled the sale of the old K-9 police car until January 2019 meeting, but the cars are still not ready, so she stated that she would have it on the February agenda if the cars were ready.
13. EDC Report.
Councilman Weaver stated that Jim Beggarly had produced a handout for sidewalk businesses about sales tax collection. He stated that he had simplified the handout, and made into more of a welcome packet.

(See attached report)

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14. Municipal Court Report.

New Citations	241	Cases dismissed after drivers safety	35
Juvenile cases filed	9	Dismissed after deferred disposition	15
Satisfied after community svc	2	Dismissed after proof of Insurance	9
Cases satisfied Jail Credit	3		
Total fines collected	\$36,736.00	In House Warrant Collected	\$1,808.00
GHS Collections	\$5,650.00	Quarter Tax to State	\$40,576.00
Quarterly transfer to City	\$53,920.00		

15. Police Report.
(See attached report)

16. Fire Report.
(See attached report)

17. Adjournment.
The Mayor asked if there was any other business. No one had business. Councilman Cooper made a motion to adjourn. Councilperson Wright seconded the motion. A vote was taken and was unanimous.

ATTEST:



 Pam Drost, Mayor



 Douglas Davis, City Secretary

Date January 10, 2019

To: Members of the Coffee City Economic Development Board

From: Sandy Atteberry - Treasurer

Subject: December 2019 Finance Reports

Please find attached the separate finance reports for December 2019, for Southside Bank (general account) and Austin Bank (Hotel Occupancy tax account). Should any of you have further questions, please advise.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sandy Atteberry". The signature is written in black ink and is positioned below the "Respectfully Submitted," text.

SKA/sb

cc: Pam Drost, Mayor

City Council Members (5)

EDC file

12/1/2018	2420	Shellena Bivens (Sec. for EDC - December)	350.00		164,931.55
12/11/2018	2421	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		164,821.55
12/13/2018		H&R Block (Rent #1 Lake Palestine Center)		900.00	165,721.55
12/27/2018	2422	Pedro Gonzales (mowing at Lake Palestine Center)	110.00		165,611.55
12/31/2018		Sales Tax		4,100.95	169,712.50
12/31/2018	2423	Sandy Atteberry (bank miles -Dec.)	26.16		169,686.34

Coffee City
2018 HOTEL OCCUPANCY TAX ACCOUNT / AUSTIN BANK

INCOME

EXPENSES

DATE	CK #	PAYEE	LAKE PALESTINE MOTOR INN	LAKE PALESTINE RESORT	Fishing Tourn	Mayfest	Website	Adv.	Sign	Sign Elect	Sign Other Exp	Bank Chg	BALANCE	
														104,032.44
JAN 2018			1,164.86	232.39									1,397.25	105,429.69
	1067	Doug Webmaster					200.00						(200.00)	105,229.69
Feb.2018			1,162.24	283.29									1,445.53	106,675.22
	1068	Doug Webmaster					200.00						(200.00)	106,475.22
March '18			1,332.80	355.91									1,688.71	108,163.93
	1069	Doug Webmaster					200.00						(200.00)	107,963.93
	1070	Frankston Citizen (Ads)						32.00					(32.00)	107,931.93
April 18			1,489.78	814.08									2,303.86	110,235.79
	1071	Doug Webmaster					200.00						(200.00)	110,035.79
	1072	Frankston Citizen (Ads)						224.00					(224.00)	109,811.79
	1073	Sign Masters							23,200.00				(23,200.00)	86,611.79
May 18			1,089.86	885.24									1,975.10	88,586.89
	1074	Doug Webmaster					200.00						(200.00)	88,386.89
	1075	Frankston Citizen (Ads)						256.00					(256.00)	88,130.89
	1076	Coffee City/ Mayfest				8,500.00							(8,500.00)	79,630.89
		ck 1028 (Nov'16) voided					(100.00)						100.00	79,730.89
	May '17	deluxe bank charges										51.75	(51.75)	79,679.14
June 18			1,634.71	781.86									2,416.57	82,095.71
	1077	Doug Webmaster-June					200.00						(200.00)	81,895.71
	1078	Sign Master/comm cent							9,000.00				(9,000.00)	72,895.71
	1079	Sign Masters/LPC							11,600.00				(11,600.00)	61,295.71
	1080	Frankston Citizen (Ads)						320.00					(320.00)	60,975.71
	1081	Doug Webmaster-July					200.00						(200.00)	60,775.71
July 18			1,352.58	914.26									2,266.84	63,042.55
	1082	Mike Sorrell elec							2,003.45				(2,003.45)	61,039.10
	1083	Coffee City /ditch witch							454.37				(454.37)	60,584.73
	1084	Frankston Citizen (Ads)						256.00					(256.00)	60,328.73
	1085	C. City EDC/elec/sign								903.50			(903.50)	59,425.23
	1086	Doug Webmaster-Aug					200.00						(200.00)	59,225.23
Aug 18			995.46	759.64									1,755.10	60,980.33
	1087	Coffee City - Maps						98.00					(98.00)	60,882.33
	1088	Chris Moore- Sign-Aug									200.00		(200.00)	60,682.33
	1089	Frankston Citizen (Ads)						192.00					(192.00)	60,490.33
	1090	Sign Masters (LPC)							11,600.00				(11,600.00)	48,890.33
	1091	Sign Masters (Comm.C.)							4,500.00				(4,500.00)	44,390.33
Sept 18			931.12	721.08									1,652.20	46,042.53
	Phone	TVEC (sign - elec)						91.00					(91.00)	45,951.53
	1092	Chris Moore- Sign-Sept									200.00		(200.00)	45,751.53
	1093	Frankston Citizen (Ads)						320.00					(320.00)	45,431.53
	1094	Sign Masters (Comm.C.)							4,500.00				(4,500.00)	40,931.53

	1095	Doug Webmaster-Sept					200.00						(200.00)	40,731.53
Oct 2018			1,013.11	366.45									1,379.56	42,111.09
	1096	Chris Moore - Sign Oct								200.00			(200.00)	41,911.09
	1097	Doug Webmaster - Oct					200.00						(200.00)	41,711.09
	1098	Frankston Citizen (Ads)						256.00					(256.00)	41,455.09
Nov 2018			971.72	330.82									1,302.54	42,757.63
	1099	Chris Moore - Sign Nov								200.00			(200.00)	42,557.63
	1100	Coffee City EDC (elec)								132.22			(132.22)	42,425.41
	1101	Doug Webmaster-Nov					200.00						(200.00)	42,225.41
	1102	Frankston Citizen (Ads)						256.00					(256.00)	41,969.41
Dec 2018			889.66	89.76									979.42	42,948.83
	E-CK	TVEC (sign - elec)								107.00			(107.00)	42,841.83
	1103	Chris Moore - Sign Dec									200.00		(200.00)	42,641.83
	1104	Doug Webmaster-Dec					200.00						(200.00)	42,441.83
	1105	Frankston Citizen (Ads)						320.00					(320.00)	42,121.83
													0.00	42,121.83
													0.00	42,121.83
													0.00	42,121.83
													0.00	42,121.83
TOTAL			14,027.90	6,534.78	0.00	8,500.00	2,300.00	2,621.00	66,857.82	1,142.72	1,000.00	51.75		42,121.83

42,121.83

COFFEE CITY POLICE DEPARTMENT MONTHLY REPORT

For the period: December 2018

In the month of December 2018 the Coffee City Police Department had 32 calls for service and/or officer-initiated activities.

Accident: 2	Nuisance ordinance violation:	Warrant Service:
Agency Assist: 2	Possession of Controlled Sub:	Lost Child:
Assault:	Possession of marijuana: 1	Shots Fired:
Burglary of habitation:	Public Intoxication:	Reckless Driving: 1
Civil Matter: 1	Road hazard: 1	Evading:
Criminal Trespass:	Suspicious person: 8	Stolen Vehicle:
Counterfeit money:	Suspicious vehicle: 3	Criminal Mischief: 1
Disturbance: 4	Terroristic Threat:	Welfare Check: 1
Information: 2	Theft:	Felony Arrest: 1
Loose livestock:	Unlawful carrying of weapon:	Misdemeanor Arrest: 3
Motorist Assist: 1	Impound: 5	

December 2018: The Coffee City Police Department issued
317 citations
41 warnings
total contacts 358.

The CCPD currently has 3 Full time officers, 7 Reserve Police Officers.

Lt. W. Frazier: 25	B. Kuntz: 10	
M. Roberts: 20	Sgt. J. Jones: 27	
E. Clayton: 0	M. Green: 10	
M. Lopez: 10	C. Welch: 167.5 ***	Chief F. Serrato Full Time
S. Cabbage: 10		Sgt. J. Kirkham Full Time

Frank Serrato-Chief of Police

MONTHLY DEPARTMENTAL REPORT TO THE CITY OF COFFEE CITY
COUNCIL

8 January 2019

DEPARTMENT: Coffee City Volunteer Fire Department

FOR THE PERIOD ENDING: 31 December 2018

SUBMITTED BY: Fire Chief Chris L. Moore

In the month of December, we had 16 calls for service. Call volume is average

1	Building Fires	0	Good Intent
1	Grass	1	MVA's
9	Medical Calls	1	False Alarm (Control Burn)
1	Tree Obstruction	0	Public Service (Unlock car)
0	Boat Calls	0	Burn Ban Warnings

We currently have 17 Senior Fire Fighters and no Explorers

Upcoming Events

Start planning for Mayfest

If you have any questions or problems please contact me.

CHRIS L. MOORE
Fire Chief
Cell: 903-539-7925
thefirechief@outlook.com