

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
DECEMBER 14, 2015**

The Coffee City City Council met for a regular scheduled meeting on December 14, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 6:03 p.m.

2. Roll Call and Quorum.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver and Bud Dueling were present. Riley Standifer and Ruthie Seward were absent. Quorum was present.

3. Consent Items.

Motion was made by Phil Rutledge and a second was made by Bud Dueling. The Council voted three (3) for and none (0) opposed to approving consent items: the Minutes from the November 9, 2015 Council Meeting and the Check Written Register for the month of November.

4. Open Forum.

No one spoke during Open Forum.

5. Safety Deposit Signature Card.

Motion was made by Bud Dueling and a second was made by Don Weaver. The Council voted three (3) for and none (0) opposed to adding City Secretary Janie Krakowski to the Safety Deposit Box Signature Card.

6. New City Website Webmaster.

Mayor Pam Drost addressed the discussion at the EDC meeting regarding City Secretary Janie Krakowski becoming the new City Website Webmaster. This was discussed with the current Webmaster, Lauren Savage, and everyone agreed upon having Janie take over in order to have things posted things immediately. Lauren offered his tech support if needed.

7. 2016 Holidays.

Motion was made by Don Weaver and a second was made by Phil Rutledge. The Council voted three (3) for and none (0) opposed to approving the City's 2016 Holidays.

8. Purchase of Computers.

Mayor Pro Tem Phil Rutledge addressed his discussion with Police Chief Scott Medcalf regarding the current computer situation with the Police Department. The computers are obsolete in operating with the recently purchased body cameras. The City's IT Tech has quoted 2 new computers at \$419 each, and would be compatible, networked, and installed within 3-4 days. Motion was made by Phil Rutledge and a second was made by Don Weaver to approve the purchase of two (2) computers for the Police Chief's office and for the Patrol Room. The Council voted three (3) for and none (0) opposed.

9. Appointing Mayor Pro Tem.

Mayor Pam Drost reviewed the TML handbook outlining a Mayor Pro Tem's one-year term. Motion was made by Phil Rutledge to table the matter until the full council was present. A Second was made by Bud Dueling. Motion Carried.

10. Mayor's Report.

Mayor Pam Drost mentioned the septic service annual contract, same amount as previous year \$255, would be staying the same. She then announced that Janie Krakowski was selected to be on the TML Small Cities Council. Mayor Drost said this would be great honor for the City and that she was proud. Mayor Drost discussed the Christmas Party and said that the Police Department looked sharp and impressive. She announced that Amanda Hardisty was named Fireman of the Year and Wayne Frazier was Reserve Officer of the year. She pointed out that the Toys for Tots collection box was in the lobby for unwrapped toys.

11. EDC Report.

Sandy Atteberry gave the EDC Report: The beginning balance of the EDC Southside Account was \$11,081.39. Expenses included mowing, Home Depot materials for Lake Palestine Center, Per Diem and mileage for Sandy Atteberry class, Eschberger plumbing, Servpro for water damage, George Chavis for labor, City Secretarial Services, electricity and Monarch Water. The deposits consisted of TML Settlement Check for water damage, Lake Palestine Center rental income and Sales Tax income. The ending balance of the Southside Account was \$19,270.42. The current total to the Hotel/Motel account was \$80,284.01. Phil Rutledge asked about the repayment of

funds borrowed by the EDC from the Hotel/Motel Account and Sandy Atteberry said it had not been paid back yet, as upcoming taxes are due. Mayor Drost mentioned that the EDC decided that Jim Beggerly will be pursuing those not paying their Hotel/Motel Tax.

12. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 117 new cases filed; 17 dismissed after Driver's Safety Course completion; 8 deferred; 4 dismissal compliances for providing proof of financial responsibility; 3 juvenile traffic cases; 14 warrants issued; and 3 cases for jail credit. Judge Bivens said that Warrant Officer Caddell collected on two (2) warrants, totaling \$776.00. Total income for the month was \$12,831.00; \$7,684.00 of which the City will retain. Judge Bivens announced that she had a new Court Clerk, Janie Krakowski, who just returned from Court Clerk school in Austin.

13. Police Report.

The Police Report was given by Police Chief Medcalf: 28 calls for service; call volume is above average at 20; 2 accidents; 2 agency assists; 1 aggravated assault; 1 evading arrest; 1 disturbance; 1 vehicle impound; 2 welfare concerns; 3 suspicious persons; 3 arrests; 1 open container; 2 reckless driving; 2 thefts; 1 drug overdose and 2 warrants. Bud Dueling asked about hour requirements for reserves. Police Chief said he was unaware of State minimum requirements, but Coffee City requires 16 hours worked. Coffee City Police Department issued 109 citations for the month and 4 warnings. Chief Medcalf addressed that he is working on more of a police presence during the week and the availability of the new officers.

14. Fire Report.

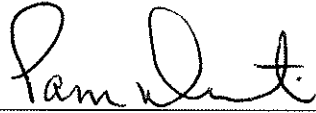
Police Chief Scott Medcalf delivered the Fire Report: 26 calls for service; call volume above average at 24; 1 building fire; 4 grass; 13 medical calls; 3 tree obstructions; 3 MVA's; 2 Down Power Lines; 1 public service call (unlock vehicle); and 1 boat call. There are currently 13 Senior Fire Fighters and 4 Explorers. Upcoming events include the 2016 SFFMA Planning Conference January 14-17th, and Certification Testing on March 5, 2016. Judge Bivens added for Fire Chief that road work would begin the following week, as the rain postponed things.

15. New Police Officers.

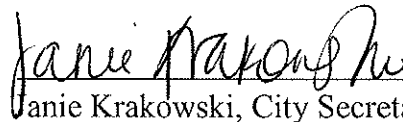
Sandy Atteberry swore in the new Police Officers: Shahid "Sam" Mohamad and Mitchell Bascom. Allen Richardson arrived later and Sandy Atteberry swore him after Mayor Drost called the meeting back to order, once he arrived.

16. Adjournment.

Motion was made by Don Weaver, and a second was made by Phil Rutledge. The Council voted three (3) for and none (0) opposed for the Council Meeting to adjourn at 6:59 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
NOVEMBER 9, 2015**

The Coffee City City Council met for a regular scheduled meeting on November 9, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 5:59 p.m.

2. Roll Call and Quorum.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver, Adam Gonzales, Riley Standifer and Ruthie Seward were present. Quorum was present.

3. Presentation to Adam Gonzales.

Mayor Pam Drost presented a plaque to Council Member Adam Gonzales, and thanked him for his dedication and service to the City. She said he would be missed and how much everyone sincerely enjoyed working alongside him during his term.

4. New Council Members.

Notary Sandy Atteberry swore in the new council members. Riley Standifer would be returning to Place #4 and Bud Dueling Place #2. They then took their seats on the council.

5. New Police Chief.

Sandy Atteberry formally swore in the new Police Chief, Scott Medcalf. His family was present and introduced by the Mayor.

6. Open Forum.

Betty Savage wanted to let everyone know to be on the alert, that the copper thieves are working our area. Mrs. Dueling warned of a fake IRS Scam by phone, and Chief Medcalf's wife said that a scam from someone pretending to be associated with Microsoft was also happening.

7. Consent Items.

Motion was made by Riley Standifer and a second was made by Ruthie Seward. The Council voted five (5) for and none (0) opposed to approving consent items: the Minutes from the October 12, 2015 Council Meeting as written, the Minutes from the Special Call Meeting on October 16, 2105, save a minor correction, and the Check Written Register for October.

8. Untable Unused Election Expenses.

Mayor Drost wanted to address the remaining \$6,100.00 from the unused election funds. Last meeting it was decided upon for \$2,000.00 to be used for the purchase of the Conex building. Ruthie Seward suggested considering using the remaining funds for a trailer purchase for the roads. Don Weaver suggested we move the money to the Road Fund for future improvements and use. Motion was made by Don Weaver, and a second was made by Phil Rutledge. The Council voted five (5) for and none (0) opposed to moving the unused \$6,100.00 to the Road Fund.

9. Policy on Body-Worn Cameras.

Chief Medcalf addressed the Policy on Body-Worn Cameras that he provided to the Council for review, which is based on Senate Bill 158. Chief Medcalf also mentioned that the District Attorney's office had also reviewed the drafted policy. The grant question was raised by Bud Dueling and Medcalf said he was currently working on applying for those state grants. The earliest preliminary funding decisions on grants would be January 19, 2016; earliest disbursement of funds would be March 1, 2016; and the latest would be August 1, 2016. Back to the policy itself, a minor change would be made at the suggestion of Phil Rutledge in regards to particular wording of reprimanding those not following the policy within the department. There was also discussion about other department's policies, and the training necessary to the officers for said cameras. Motion was made by Don Weaver, and a second was made by Riley Standifer, to approve the Policy on Body-Worn Cameras, save a minor wording correction. Motion carried. Chief Medcalf thanked the Council Members for their feedback and help.

10. Purchase of Body Cameras.

The discussion regarding the purchase of 1-3 body cameras based on 3 provided quotes began with the question of grant restrictions by Mayor Drost. Chief Medcalf said the grant can be used for anything related to the body cameras. The idea would be to go ahead and purchase a camera (or cameras) and then get additional cameras with the grant funds. There was discussion regarding different types of cameras, pricing, hardware requirements, and accessories. Chief Medcalf stressed the

importance of the body cameras and their benefit to Coffee City and its citizens. Judge Bivens also mentioned that Warrant Officer Caddell's body camera could be purchased from the Security or Technology Fund. After careful review of all quotes, Motion was made by Phil Rutledge for the City to purchase two (2) Axxon Taser Body Cameras and the accessories required with City Police Department funds. Alex Caddell, Warrant Officer, may purchase his out of Municipal funds later. A second was made by Don Weaver. Motion Carried. Ruthie Seward commended Chief Medcalf on doing such a great job.

11. Mayor's Report.

Mayor Pam Drost had no report at this time.

12. EDC Report.

Sandy Atteberry gave the EDC Report: The beginning balance of the EDC Southside Account was \$6,804.84. Expenses included mowing, Lowe's materials for Lake Palestine Center, City Secretarial Services, electricity and Monarch Water. A letter was sent to the House in Brierwood though no response yet. The deposits consisted of Lake Palestine Center rental income and Sales Tax income. The ending balance of the Southside Account was \$11,191.39. The current total to the Hotel/Motel account was \$78,426.80. The plan to repay funds borrowed by the EDC from the Hotel/Motel Account will be discussed at next month's EDC Meeting. There was also discussion as to how to keep track of collecting on the Hotel/Motel tax.

13. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 92 new cases filed; 20 dismissed after Driver's Safety Course completion; 20 deferred; 2 appealed to county (CDL holders); 10 warrants issued; and 2 cases for jail credit. Judge Bivens indicated that Warrant Officer Caddell collected \$2,663.00 in warrants; Pioneer collected \$865.00. Total income for the month was \$25,347.00, making it an absolute record month.

14. Police Report.

The Police Report was given by Police Chief Medcalf: 30 calls for service; call volume is above average at 20; 1 accident; 3 agency assists; 1 alarm; 3 arrests; 3 assaults; 1 civil dispute; 1 criminal mischief (vandalism); 3 disturbances; 6 motorist assists; 1 suicidal subject; 1 suspicious person; 1 theft; 4 warrants served; 5 welfare concerns; 1 dog barking; and 4 call-outs. Arrest reasons included capias pro-fine, speeding, failure to appear; assault-family violence; unlawful restraint; and reckless driving. 72 citations and 17 warnings were issued for the month. Currently the

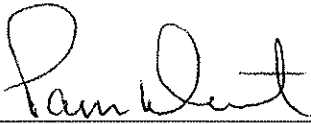
department has 12 reserve officers and Chief Medcalf stated that he would be hiring 4 more.

15. Fire Report.

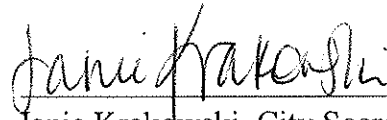
Fire Chief Moore delivered the Fire Report: 19 calls for service; call volume below average at 24; 1 building fire; 3 grass; 5 burn ban fires; 12 medical calls; 1 tree obstruction; 1 MVA; 1 Down Power Line; 1 public service call (unlock vehicle); and 1 good intent. There are currently 13 Senior Fire Fighters and 4 Explorers. Upcoming events include the Holiday Meal on Saturday, December 12th at 6:00 pm.

16. Adjournment.

Motion was made by Don Weaver, and a second was made by Council Member Riley Standifer. The Council voted four (4) for and none (0) opposed for the Council Meeting to adjourn at 7:09 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALL MEETING
MINUTES - OCTOBER 16, 2015**

The Coffee City City Council met for a Special Call meeting on October 16, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 1:03 p.m.

2. Roll Call and Quorum.

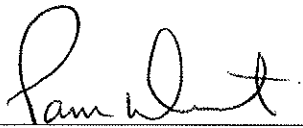
City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver, Adam Gonzales, and Ruthie Seward were present. Council Member Riley Standifer was absent. Quorum was present.

3. New Chief of Police.

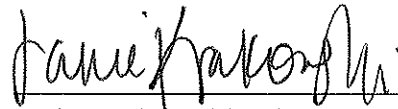
Motion was made by Council Member Phil Rutledge, and a second was made by Don Weaver to hire Scott Medcalf as the new Police Chief. Council Member Adam Gonzales thought they should wait for Riley Standifer to be present for the decision and possibly wait for the new council member. Mayor Pam Drost explained how waiting would just prolong the process even further and that the City needed a Police Chief. Adam Gonzales abstained from the vote. The Council voted three (3) for and one (1) abstained to hire Scott Medcalf as the new Chief of Police for Coffee City. Motion Carried. Municipal Court Judge Bivens then swore Medcalf in as Police Chief and he delivered his oath.

5. Adjournment.

Motion was made by Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed for The Special Call Council Meeting to adjourn at 1:10 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
OCTOBER 12, 2015**

The Coffee City City Council met for a regular scheduled meeting on October 12, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 5:57 p.m.

2. Roll Call and Quorum.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver, Adam Gonzales, and Ruthie Seward were present. Council Member Riley Standifer was absent. Quorum was present.

3. Consent Items.

Motion was made by Council Member Phil Rutledge, and a second was made by Don Weaver. The Council voted four (4) for and none (0) opposed to accept the Minutes from the September 14, 2015 Council Meeting as written, and the Check Written Register for September.

4. Quarterly Review of Budget.

Mayor Pam Drost gave the figures for review after the 1st 3 months. The Sales Tax income was on target, same for roads, and the Court income is better than projected. She noted that the Franchise Fees are not yet shown as they are paid quarterly. Regarding expenses, the Audit is coming along and we should expect a bill at completion. There was also discussion about continuing education, dues and subscriptions expenses, and several reimbursements to be made from the Municipal Court to the General Fund Account. Mayor Pam Drost addressed a new Conex building that the Fire Department will be purchasing. They've offered their old one to us for \$2,000.00. She said that the City is outgrowing their storage space. Mayor Drost would like to see the unused election funds pay for this.

5. Election Expenses.

No election expenses this year will result in an unused \$8,100.00, which Pam Drost says should be considered for use/allocation.

6. Budget Changes.

Motion was made by Don Weaver and a second was made by Ruthie Seward to move \$2,000.00 of the unused \$8,100.00 allocated for the election to pay for the Conex building. The Council voted four (4) for and one (1) opposed. Motion was made by Phil Rutledge and a second was made by Adam Gonzales to table how to distribute the rest of the money. Motions carried.

7. \$25,000.00 CD.

Motion was made by Don Weaver and a second was made by Phil Rutledge. The Council voted four (4) for and none (0) opposed to moving \$25,000.00 to a CD from the checking account.

8. \$25,000.00 for new police vehicle.

Motion was made by Don Weaver, and a second was made by Adam Gonzales. The Council voted four (4) for and none (0) opposed to tabling the matter of earmarking the \$25,000.00 for a new police vehicle.

9. Open Forum.

Donna Dueling spoke regarding the pot holes and there was discussion on the neglected streets, Stevenson Road and County Road 4219. Mayor Drost explained the franchise fees and sales tax fees being collected specifically for roads, and saving up for road work. Betty Savage also mentioned neglected roads. Mayor Drost mentioned a road grant that the City has applied for, based on median income of certain roads. Mayor Drost assured everyone that it is being worked on, by saving funds and working with the County Commissioner, Ken Geeslin. Jim Beggerly wanted to address the pair of barking dogs near Bigfoot Liquor, late at night.

10. Mayor's Report.

Mayor Pam Drost wanted to publicly thank the Judge and City Secretary for their hard work and dedication from the last couple of weeks working with our auditor and helping her look for a new Police Chief. She also wanted to mention that Don Weaver was interviewed by Channel 19 News for National Coffee Day, and he promoted the City and the Economic Development Corporation.

11. EDC Report.

Sandy Atteberry gave the EDC Report: The beginning balance of the EDC Southside Account was \$13,939.14. Expenses included George Chavis for labor at Lake Palestine Center, mowing, and Monarch Water. \$20,500.00 was spent on getting the septic system up to code, the funds of which were borrowed from the Hotel Motel Account and will be reimbursed. The deposits consisted of Lake Palestine Center rental income and Sales Tax income. The ending balance of the Southside Account was \$7,547.84. The current total to the Hotel/Motel account was \$76,609.89. Sandy mentioned that the electricity bill is expected to lower as the renters are now to pay their own electric bill. She also said how the H&R Block space has turned out beautifully.

12. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 121 new cases filed; 21 dismissed after Driver's Safety Course completion; 5 deferred; 61 warrants issued; and 0 cases for jail credit. Judge Bivens indicated that Warrant Officer Caddell collected \$721.00 in warrants; Pioneer collected \$270.00. Total income for the month was \$13,959.00. Taxes for the quarter were \$19,486.00 and this quarter's transfer to the General Account was \$26,847.00.

13. Police Report.

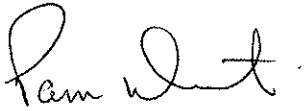
There was no Police Report given. Council Member Ruthie Seward wanted to publicly thank Officer Alicia Anderson for stopping by her family's home to personally introduce herself and speaking with the children, and how important that is for the community. There was also mention by the Mayor that applications were narrowed down and interviews for the Chief of Police position were to begin shortly.

14. Fire Report.

Fire Chief Moore was in Berryville and Mayor Drost delivered the Fire Report on his behalf: 26 calls for service; call volume above average at 24; 1 building fire; 8 grass/rubbish/burn ban fires; 11 medical calls; 1 tree obstruction; 1 boat call; 0 smoke/odor; 3 MVA's; 0 false alarms; 1 public service call (unlock vehicle); and 0 good intent. There are currently 13 Senior Fire Fighters and 5 Explorers. Upcoming events include HCFCA School on October 17th, and Coffee City Extrication School November 6th-8th.

15. Adjournment.

Motion was made by Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed for the Council Meeting to adjourn at 6:38 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
SEPTEMBER 14, 2015**

The Coffee City City Council met for a regular scheduled meeting on September 14, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver, Adam Gonzales, and Ruthie Seward were present. Council Member Riley Standifer was absent. Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Council Member Don Weaver, and a second was made by Adam Gonzales. The Council voted four (4) for and none (0) opposed to accept the Minutes from the August 10, 2015 Council Meeting as written, and the Check Written Register for August.

4. New Municipal Clerk Conference.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to Janie Krakowski attending the New Municipal Clerk Conference in Austin, December 7-11, 2015.

5. New Municipal Clerk.

Motion was made by Council Member Don Weaver, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted four (4) for and none (0) opposed to Janie Krakowski becoming the new Municipal Clerk.

6. Public Information Coordinator Resolution.

Motion was made by Phil Rutledge, and a second was made by Ruthie Seward. The Council voted four (4) for and none (0) opposed to the City of Coffee City adopting a Resolution for a Public Information Coordinator, pursuant to TX Government Code §552.012(c), and to comply with the Public Information Act.

7. Public Information Coordinator.

Motion was made by Phil Rutledge, and a second was made by Adam Gonzales. The Council voted four (4) for and none (0) opposed to designating Janie Krakowski the Public Information Coordinator.

8. Continuing Education Policy for the Reserves.

There was discussion on paying for or developing a policy to implement education of the reserves versus employees only. Motion was made by Adam Gonzales to table to matter and a second was made by Ruthie Seward.

9. Body Camera Grant Program.

Motion was made by Council Member Don Weaver, and a second was made by Phil Rutledge. The Council voted four (4) for and none (0) against applying for the Body Camera Grant Program. This program requires a 25% match and requires all agencies to implement policies that meet the criteria outlined in Senate Bill 158. It would cost the City a total of \$400, when normally they would be \$400 each.

10. Replacement Septic System for Lake Palestine Center.

Motion was made by Ruthie Seward, and a second was made by Don Weaver. The Council voted three (3) for and one (1) opposed to approving the

expenditure of \$20,500.00 for a replacement Septic System for the Lake Palestine Business Center. The Council had previously approved the Contract for buying the Center and the contract was contingent on this expenditure to be made. Considering and Acting Upon this consent item would just be a formality. Motion Carried.

11. Incode Court Management Software Presentation.

Software Rep Mike Northcutt from Tyler Technologies made the presentation. Clients of Tyler Technologies range from small cities to San Antonio, Texas. Mayor Pam Drost asked if this particular software was used by Henderson County. Mr. Northcutt indicated it was a sister product, same company. County Commissioner Ken Geeslin confirmed it was Odyssey, and it is a county-wide software. Judge Bivens asked if it was in real-time for city-to-city warrant exchange. Northcutt said yes, it was capable. Commissioner Geeslin said that Smith County was implementing Odyssey as well. Council Member Adam Gonzales asked about the financing agreement and the cost breakdown. Northcutt said it was \$9,800.00 for 4 years. Gonzales inquired about upgrade fees. Northcutt said it would be \$1,100.00 annually for maintenance. Phil Rutledge asked about travel expenses. Northcutt pointed out that the rates are based on actual per-diem rates for travel from Lubbock, Texas. Judge Bivens asked about fees associated with database conversion for cases currently in current program. Northcutt said it was a significant cost, most likely being the same amount as the program in itself. Phil Rutledge asked where the money would come from and Mayor Drost indicated the Technology Fund. Judge Bivens expressed her concerns regarding real-time case management, warrant sharing and data exchange, networking and troubleshooting issues.

12. Open Forum.

Betty Savage wanted to make sure that the City Secretary Janie Krakowski and Lauren Savage had coordinated a better system for sending and receiving council meeting videos to be posted to the website. Janie Krakowski confirmed that they have. Ruthie Seward asked Commissioner

Geeslin about the Interlocal Agreement and the bad weather backup for roads. She asked if that money could be rolled over for next year. Commissioner Geeslin said he did not know, but asked for the opportunity to see how it goes, through the 12th or 14th of March, to roll the money over, if there is any left. There was a discussion regarding the re-plat of the Hillside Addition. Fire Chief Moore was reviewing the bylaws and restrictions about conjoining the lots for a septic system. There was mention about there not being a homeowner's association for the last 10 years. After much discussion, Pam Drost agreed to approve it.

13. Mayor's Report.

Mayor Pam Drost wanted to publicly thank the Fire Chief Chris Moore for stepping up to the plate, helping with the police department and getting the vehicles up to date for maintenance. Also, to the reserves for stepping up to the plate without a current leader.

14. EDC Report.

Sandy Atteberry was absent. Judge Shellena Bivens gave the EDC Report on her behalf: The beginning balance of the EDC Southside Account was \$10,503.20. Expenses included George Chavis for labor at Lake Palestine Center, mowing, and Monarch Water. The deposits consisted of Lake Palestine Center rental income and Sales Tax income. The ending balance of the Southside Account was \$15,300.14. The current total to the Hotel/Motel account was \$84,601.45.

15. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 122 new cases filed; 18 dismissed after Driver's Safety Course completion; 12 deferred; 40 warrants issued; and 2 cases for jail credit. Judge Bivens indicated that Warrant Officer Cadell collected \$1,438.00 in warrants. Total income for the month was \$16,518.30.

16. Police Report.

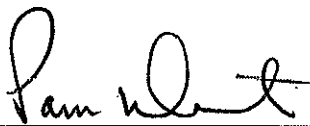
Lieutenant Gregory Sinkfield gave the report: 4 calls for service; 2 accidents; 1 call out/agency assist He mentioned that 54 citations were issued during Labor Day's "Click it or Ticket". There was a comment made by Phil Rutledge regarding the drug charge. Judge Bivens said it was issued as a warning for possession of drug paraphernalia.

17. Fire Report.

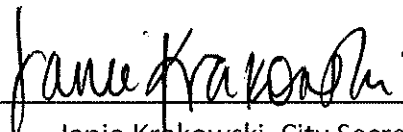
Fire Chief Moore delivered the Fire Report: 28 calls for service; call volume above average at 24; 2 building fires; 5 grass/rubbish fires; 10 medical calls; 2 tree obstructions; 3 boat calls; 0 smoke/odor; 3 MVA's; 1 false alarm; 3 public service calls (unlock 2 vehicles); and 0 good intent. There are currently 13 Senior Fire Fighters and 5 Explorers. Upcoming events include NETFFMA Fall Meeting and Chaos Credentials, both on September 26th, Eastman School October 3rd, 4th and 5th, HCFCA School on October 17th, HCFCA Driver's Class and Pump Operations Class, both on October 24th, and Coffee City Extrication School November 6th-8th. Fire Chief Moore also mentioned the holiday meal this year would be Saturday, December 12th.

18. Adjournment.

Motion was made by Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed for The Council Meeting to adjourn at 6:50 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
AUGUST 10, 2015**

The Coffee City City Council met for a regular scheduled meeting on August 10, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pro Tem Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, and Council Members Don Weaver, Riley Standifer and Ruthie Seward were present. Council Member Adam Gonzales was not present at the time of roll call but arrived shortly after meeting was called to order. Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted five (5) for and none (0) opposed to accept the Minutes from the July 13, 2015 Council Meeting as written, and the Check Written Register for July.

4. Newspaper of Record.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Riley Standifer. The Council voted five (5) for and none (0) opposed to designate the Frankston Citizen the newspaper of record for new fiscal year.

5. Municipal Judge Bivens.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Don Weaver. The Council voted five (5) for and none (0) opposed to re-swearing Municipal Judge Shellena Bivens into office. Notary Sandy Atteberry swore in Judge Bivens.

6. Overweight Permits and Load Limits.

Mayor Pam Drost began the discussion on an ordinance establishing load limits on city streets, and a permit procedure for overweight trucks. The Council reviewed a sample Ordinance provided by the Mayor. Mayor Drost pointed out that while the Highways can't be controlled, our city roads can have limits and that permits should allow for surety bonds, to repair our roads if they are damaged by overweight trucks. Discussion included the question of whether these companies can or will afford to cover themselves with high bonds, or opt to work elsewhere. Mayor Drost suggested they find out what the County does. She said she was awaiting word from County Commissioner Ken Geeslin. The discussion ended with the agreement to research further and discuss at a later time.

7. Plan for Roads.

Mayor Drost was provided information for how to estimate the cost of paving per ton from Commissioner Geeslin. This would give a better idea of the cost to get our roads in shape. The Mayor suggested organizing a possible committee to work on road issues, or that she and Fire Chief Moore could handle it. She also mentioned accumulating a good cash flow, like the EDC did, until they have a workable amount. Drost said Commissioner Geeslin suggested using Community Service for labor, under the supervision of the Reserve Officers on the weekends. Mayor Drost suggested purchasing a used tilt or dump trailer and using our APAC credit to get patch material. Sandy Atteberry mentioned that in Brierwood Bay, along with APAC, they paid Billy Freeman for labor and use of his personal dump truck. Drost pointed out that nothing says that road allocation has to be used strictly for road work, and they are able to hire-out. Commissioner Geeslin told the Mayor that with all the

bad weather this year, and with that weather creating more work, the County had a very late start and might not even get to Coffee City. There was discussion on how to use the allocation of \$5,000.00, and Council Member Ruthie Seward asked whether or not that money would roll-over. Drost indicated that buying a dump trailer is a good start to look at for future planning.

8. Open Forum.

Citizen Betty Savage commented on the large trucks and what their purpose was on her road. Mayor Drost suggested that the Police Chief start keeping tabs on trucks in the area.

9. Mayor's Report.

Mayor Pam Drost announced the estimate for election costs this year would be \$5,400.00 plus \$800.00, which is less than we budgeted and contingent on parties participating. She then mentioned that City Secretary Janie Krakowski met with our TML Representative this week. She reported that our Liability Insurance was up only a small amount for adding the new fire truck and our Property Insurance was increased slightly for adding the Lake Palestine Center, which hardly affects the budget.

10. EDC Report.

Sandy Atteberry gave the EDC Report: The beginning balance of the EDC Southside Account was \$21,659.34. Expenses included secretarial services, George Davis for labor and materials, Lowes, mowing, Monarch Water, Trinity Valley Electric, and electrician work. She also mentioned that while the dumpster was an expense, that was the final bill, as the dumpster has since been removed. The deposits consisted of Lake Palestine Center rental income and Sales Tax income. The current total to the Hotel/Motel account was \$81,459.45. Mayor Drost asked about the house at Brierwood Bay. Sandy indicated that they are to pay quarterly and she had not heard from them. Phil Rutledge pointed out that maybe it had not been rented. There was discussion regarding the air conditioner settings for the vacant suites and ceiling re-work.

Mayor Pam Drost mentioned collecting on Bed and Breakfasts for Hotel/Motel Tax, and enforcing the Ordinance.

11. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 97 new cases filed; 16 dismissed after Driver's Safety Course completion; 13 deferred; 1 cleared after proof of financial responsibility; 86 warrants issued, which was an increase due to her being unable to issue them the previous month; 1 case waived for indecency; and 2 cases for jail credit. Currently there are over \$400,000.00 in outstanding warrants, and 315 cases were sent to Pioneer for collection, totaling \$101,723.00. Judge Bivens indicated that Warrant Officer Cadell collected \$2,033.00 in warrants and his fees were \$600.00. Total income for the month is \$18,029.87. Judge Bivens gave an update that StreetCred was on hold. Our IT infrastructure is not where it needs to be at this time.

12. Police Report.

Police Chief Donny Malone gave the report: 13 calls: 1 accident; 1 alarm; 1 agency assist; 1 suicidal person; 1 call-out, for kids on the pier; 1 arrest for no Driver License; 1 disturbance; 2 overdoses (one person); 3 fireworks calls; and 1 hit-and-run. There are currently 13 reserve officers and 1 at OJT.

13. Fire Report.

Police Chief Malone delivered the Fire Report on Fire Chief Moore's behalf: 25 calls for service; call volume above average at 24; 1 building fires; 5 grass/rubbish fires; 1 burn ban fire; 10 medical calls; 1 tree obstruction; 2 boat calls; 1 smoke/odor; 2 MVA's; 1 false alarm; 1 public service call (unlock vehicle); and 1 good intent. There are currently 12 Senior Fire Fighters and 4 Explorers. Upcoming events include TEEX on August 22nd, and classes for HCFA will be held on October 17th and 24th. Eastman School will be October 3rd, 4th, and 5th. Extrication School will be November 6th-8th. Lastly, Burn Ban on Commissioner Court Agenda for August 11, 2015.

14. Executive Session.

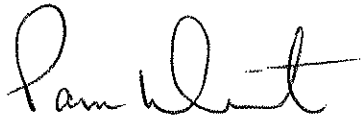
The Mayor, Council, and City Secretary adjourned to Executive Session to discuss personnel matters, in accordance with Texas Government Code, Subchapter D, Section 551.074.

15. Executive Session Decision.

Motion was made by Council Member Adam Gonzales that effective immediately, the Police Chief would be terminated, for a vote of no confidence, with no comment. A second was made by Council Member Don Weaver. The Council voted five (5) for and none (0) opposed to terminating the Police Chief.

16. Adjournment.

Motion was made by Ruthie Seward, and a second was made by Council Member Riley Standifer. The Council voted five (5) for and none (0) opposed for The Council Meeting to adjourn.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
JULY 13, 2015**

The Coffee City City Council met for a regular scheduled meeting on July 13, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pro Tem Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Janie Krakowski called the roll. Mayor Pam Drost, Council Members Phil Rutledge, Don Weaver, Riley Standifer and Ruthie Seward were present, Council Member Adam Gonzales was absent. Quorum was present.

3. Consent Items #4 and #5.

Mayor Pam Drost addressed a check in the register to APAC for road repairs, leftover from last fiscal year's budget, which results as a credit on the books for any upcoming road repairs. Council Member Ruthie Seward asked about the Volunteer Fire Department Seminar attended in June, and Mayor Pam Drost said it was within their budget. Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Riley Standifer. The Council voted four (4) for and none (0) opposed to accept the Minutes from the June 22, 2015 Special Council Meeting as written, and the Check Written Register for June.

4. Open Forum.

No one spoke during the Open Forum.

5. Budget.

Mayor Pam Drost said that the Community Center, taking into consideration it's maintenance and utility expenses, is paying for itself. She also noted that the Police and Municipal Court's income for last fiscal year totaled \$103,300.00, and with their expenses, were only short in covering themselves by \$4,300.00, which she thought was very good. Council Member Phil Rutledge pointed out the only difference in this budget and the budget presented at the Budget Meeting was an added column to reflect year-to-year. Motion was made by Council Member Don Weaver, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and none (0) opposed to approve the Budget.

6. Records Retention Officer.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to make Janie Krakowski the Records Retention Officer.

7. Reimbursement.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Riley Standifer. The Council voted four (4) for and none (0) opposed to reimburse Mayor Pam Drost for the online Public Funds Investment Act class, in the amount of \$250.00.

8. Century Link Internet Service.

Council Member Phil Rutledge gave the update regarding the complaints on the internet service in Coffee City. He has been in contact with them and was promised that by the end of September, their equipment will be upgraded and the service for residents from the area around Fat Dogs to Highsaw will be improved. The flooding set them back, but Century Link assures us they are working on it.

9. StreetCred Warrant Collection Presentation.

The StreetCred Warrant Collection Presentation was given by Robert Johnson, with the assistance of his VP of Sales, Ben Singleton. The Presentation concentrated on getting a manageable number of warrants and not just an overflow of paperwork. With the software that they offer, this can be achieved and the process streamlined. Some of the ways their software is different from the rest is that they offer a uniform collaboration with collection agencies, a broader database, analytics, metrics and statistics, and a more efficient, safer, and modern way of collecting on and clearing warrants. Council Member Phil Rutledge asked about our current warrant procedure and Judge Shellena Bivens explained that currently, and in the past, they have had officers locate those in warrant status, bring them to the Court, and collect the fees at the Court. Council Member Rutledge also asked how the data is sent to StreetCred and Council Member Seward asked about the collection of their fee for use of the program. Mr. Singleton said that it was 30% of the amount collected and would be taken out automatically. This 30% is State Law and is to be paid by the Defendant. Judge Bivens said current program is a hassle in collecting the Court's fees and satisfying the fee of the Collection Agency. The VP of Sales of StreetCred said that there are a number of ways, including installing a macro to the Court software and collection software, to be able to collect both the Court and Collections fees in one calculation. Council Member Phil Rutledge asked how long StreetCred has been in business and Mr. Singleton stated the company began 5 years ago, formed by current and former Police Officers. He went on to name a few cities they work with, ranging from cities smaller than Coffee City, to significantly larger Metropolitan areas. Council Member Rutledge asked about hardware requirements and necessary equipment. The VP of Sales stated that a server room, standard racks, and an uninterruptable power supply would be required by the State. Council Member Rutledge mentioned the required internet speed in conjunction with the current Century Link internet issue and IT integration, plus added cost to current IT bill. Judge Bivens said that she has spoken with our IT tech, Doug Hines, and supplied him with an IT checklist, and went on to say that all expenses would be

coming out of the Municipal Technology Fund. She also mentioned that our current jury software program, which has been un-used for 3 years, will be discontinued and the money saved there can be applied to the new program. Council Member Don Weaver brought up concerns relating to collection agencies, legal liabilities and government immunity. Council Member Rutledge pointed out that a Hold Harmless Clause was included in StreetCred's contract. The Mr. Singleton explained that given the nature of sharing of such sensitive information, they have to be protected, just anyone would, being in their position. Fire Chief Chris Moore asked about the mention of geo-fencing to serve warrants based on location. Mr. Singleton compared this method to that of a UPS driver, delivering parcels on a route concentrating on a particular area, rather than driving all over the place with a truck full of boxes and no organized route. He also said statistics and metrics can be pooled to generate methods of collecting warrants based on other categories such as geography, places of employment, probability to pay, etc. Fire Chief Moore asked if neighboring agency sharing was an option, i.e., Mansfield P.D., to Coffee City P.D. The VP stated yes, but only if both clients (departments) were to choose to share that information with each other. Council Member Rutledge was concerned about service and maintenance. Robert Johnson provided the name of Chris House, also a former Police Officer, whose sole job is on-call maintenance at StreetCred. He also stated that remote access from StreetCred was available to fix any problems that arise, and all problems are fixed by their in-house tech team, not outsourced. Mayor Pam Drost re-addressed the topic of required equipment and Ben Singleton stated that if the software were to be used in the patrol cars, laptops would need to be networked to a secure server. Judge Bivens remarked that Coffee City currently has \$400,000.00 in outstanding warrants, not including the upcoming month, and would like to see more consistency in collecting on these warrants and not just during Warrant Round-Up. After final discussion by Mayor Pam Drost and Council Members Seward and Rutledge, the VP of Sales offered to provide customer references.

10. Implementation of StreetCred Warrant Program.

Motion was made by Council Member Phil Rutledge to table the decision, pending evaluation of IT integration and requirements, and a second was made by Council Member Don Weaver. The Council voted four (4) for and none (0) opposed to tabling the implementation of the StreetCred Warrant Program.

11. Discontinuing the Use of Pioneer Credit Recovery.

Motion was made by Council Member Phil Rutledge to table discontinuing the use of Pioneer Credit Recovery, and a second was made by Council Member Don Weaver. The Council voted four (4) for and none (0) opposed to tabling the topic of discontinuing the use of Pioneer Credit Recovery.

12. Coffee City Warrant Officer.

Alex Caddell was sworn in by Notary Sandy Atteberry, as Coffee City's Warrant Officer.

13. Integration of MCRS StreetCred Module.

Motion was made by Council Member Ruthie Seward to table the integration, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to table the integration of MCRS StreetCred Module.

14. Laptop Computer Purchase for Alex Caddell.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Riley Standifer. The Council voted four (4) for and none (0) opposed for the purchase of a laptop computer for Warrant Officer Alex Caddell in the amount of \$369.00, using Technology Fund.

15. Legislative Update Class for Alex Caddell.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Don Weaver. The Council voted four (4) for and

none (0) opposed for Alex Caddell to attend the Legislative Update Class in Dallas, in the amount of \$100.00, using the Technology Fund.

16. Mayor's Report.

Mayor Pam Drost announced that Trinity Valley Electric Coop would be having an outage from 9:00 a.m., until 10:00 a.m., on Tuesday, July 21st, and this outage will affect Coffee City, Frankston, and Berryville. Also, in regards to the upcoming election in November, the Mayor announced that Place #2 and Place #4 would be open, those being Adam Gonzales and Riley Standifer's current seats on the Council. The first day to file will be July 25th and the last day to file for a place on the General Ballot will be August 24th.

17. EDC Report.

Sandy Atteberry gave the EDC Report: The beginning balance of the EDC Southside Account as of June 1st was \$22,698.08. The check total for the month was \$7,794.88 and the deposit total was \$6,756.14. The checks consisted of labor and materials for the Lake Palestine Center, utilities, and mowing; hotel, rental car and food expenses for Sandy's trip to Austin for TML training. The deposits consisted of Lake Palestine Center rental income and Sales Tax income. The ending balance for the EDC Account as of June 29th was \$21,659.34. Hotel/Motel Tax income for the month of June was \$2,813.22 which brings a current total to the Hotel/Motel account of \$78,010.51.

18. Municipal Court Report.

Judge Bivens gave the Municipal Court Report: 119 new cases filed; 19 dismissed after Driver's Safety Course completion; 16 deferred; 2 cleared after proof of financial responsibility; 1 case satisfied after completion of community service; and 1 case for jail credit. Total income for the month is \$17,741.00. Preparing to pay quarter taxes for end of fiscal year in the amount of \$18,973.00; transfer of \$26,726.00 from the Municipal Fund to the General Fund.

19. Police Report.

Police Chief Donny Malone was away at Texas Police Chief Leadership Workshop in San Antonio. In his absence, the Police Report was given by Fire Chief Chris Moore: 23 calls; 2 accidents; 6 agency assists; 1 burglary; 2 suspicious persons; 2 suspicious cars; 6 call-outs; 1 arrest; and 3 disturbances. There are currently 13 reserve officers and 1 at OJT. 16 hours across the board for 12 personnel.

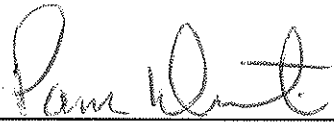
20. Fire Report.

Assistant Fire Chief Paul Rife delivered the 1st part of the Fire Report: 27 calls for service; call volume above average at 24; 2 building fires; 3 grass/rubbish/burn ban fires; 11 medical calls; 2 tree obstructions; 2 boat calls; 0 smoke/odor; 3 MVA's; 1 false alarm; 2 public service calls (unlock cars); and 1 good intent. There are currently 12 Senior Fire Fighters and 5 Explorers. Upcoming events include Fire Chief Moore will be away at Texas A&M Training July 19th-24th. Also, on August 22nd, the Department will host TEEX (Texas A&M) for 3rd party testing and safety class. HCFA School is set for October 17th; Eastman School October 3rd, 4th and 5th; and Coffee City Extrication School is set for November 6th-8th. Fire Chief Chris Moore delivered the 2nd part of the Fire Report: He addressed the Highsaw and Lonette flooding and road wash issue, which Mayor Pam Drost said can be covered through the Interlocal agreement. He also mentioned the bus turnaround issue on CR 4221. Fire Chief said he has located the owners of the property and is hopeful they will sign an agreement which result in no cost for the City. The meeting with the owners will take place the following week. Lastly, Fire Chief Moore discussed the Department's newest donated fire truck, and wanted to thank Wayne & Becky Frazier for flying up to New Jersey to get it. He stated that the new truck is an attempt to lower our ISO rating of 8b even more. Also, citizens of Coffee City can now purchase Federal Flood Insurance. The Fire Chief then discussed the heat and dryness and fire

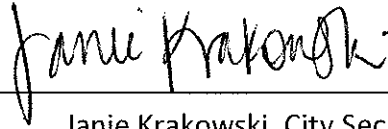
dangers going up. He wanted to also mention that the credit amount on the books with APAC for road repairs is in the amount of \$4,176.80.

21. Adjournment.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Don Weaver. The Council voted four (4) for and none (0) opposed for The Council Meeting to adjourn at 8:07 p.m.



Pam Drost, Mayor



Janie Krakowski, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALL MEETING
MINUTES
JUNE 22, 2015**

The Coffee City Council met for a special call meeting on June 22, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to Order.

Mayor Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and Announce if Quorum is Present.

City Secretary Angela Jones called roll and the following were present. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, Council Members Don Weaver, Adam Gonzales, Ruthie Seward and Riley Standifer. Quorum was present.

3. Approving the Minutes from the June 8th Council Meeting.

Motion was made by Council Member Adam Gonzales and a second was made by Council Member Riley Standifer. The Council voted four (4) for one (1) council member Phil Rutledge abstained (because he was not present at last meeting) to accept the minutes as written from the June 8th Council Meeting.

4. Removing Angela from Signature Cards.

Motion was made by Council Member Adam Gonzales and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to remove Angela Jones from all bank signature cards.

5. Adding Shellena to all Signature Cards.

Motion was made by Adam Gonzales and a second was made by Riley Standifer. The Council voted five (5) for and none (0) opposed to add Shellena Bivens to all bank signature cards.

6. Hiring Janie Krakowski

Motion was made by Council Member Riley Standifer and a second was made by Council Member Don Weaver. The Council voted five (5) for and none (0)

opposed to hire Janie Krakowski as new full-time City Secretary for Coffee City.

7. The Policy on Body Cameras for Police Department.

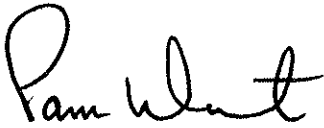
Motion was made by Council Member Ruthie Seward and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) against to table policy for body cameras at this time.

8. Purchasing Three (3) AXON Body Cameras.

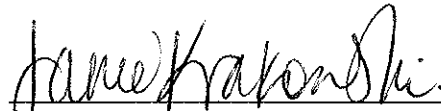
Motion was made by Council Member Ruthie Seward and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) against to table purchasing three (3) AXON body cameras for the Police Department.

9. Adjournment.

Motion was made by Mayor Pro Tem Phil Rutledge and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 6:11 p.m.



Mayor, Pam Drost



City Secretary, Janie Krakowski

COFFEE CITY, CITY COUNCIL
MEETING MINUTES
JUNE 8, 2015

The Coffee City Council met for a regular scheduled meeting on June 8, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pam Drost called the meeting to order at 6:01 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present. Mayor Pam Drost, Council Members, Don Weaver, Ruthie Seward, Adam Gonzales, and Riley Standifer. Mayor Pro Tem Phil Rutledge was absent.

3. Consent Items #4, #5, and #6.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to accept the May 11th and the May 19th Council Meeting Minutes, also the Check Written Register for May of 2015.

7. Open Forum.

The Mayor announced that this evening we have a group called the Mavericks, Lake Palestine Club and Mr. Sparks wanted to speak to us. Mr. Sparks spoke saying every year they do a Motorcycle Awareness between March and May. Pretty much get support from the different towns in our Communities, to really look out for all Motorcyclist not just Clubs. Because with fatalities involving motorcycles, they try to make everyone aware that we are in the area, we are moms, dads, brothers, uncles, we are a family oriented Club. We try to help our community as much as we can, we do Charity Rides and Charity Events. Commissioner Ken Geeslin spoke, I ask Mayor Drost before the meeting if I could get a copy of the signed Minutes, I am presenting tomorrow in Commissioners Court, to accept the Resolution for the Brierwood Bay

Roads that were under County Maintenance prior to the Annexation back into the County Maintenance System. I have a letter from Brierwood Bay as well as the Court Order.

Council Member Adam Gonzales spoke to ask Commissioner Geeslin when Brierwood Bay had said the Association signed that are they seething any control of those roads to The County?

Commissioner Geeslin replied no it was basically just the gratification of moving the roads under County Maintenance prior to Annexation back under County Maintenance.

Council Member Adam Gonzales asked so none of the control of the roads go to the County, it still remains in Brierwood Bay?

Commissioner Geeslin answered yes.

Council Member Adam Gonzales stated that things have to be done the right way, if not then we put people in harm's way later on down the road. If Brierwood Bay signs that they have to have the Property Owners Vote on that if they seethe control, but if they are not then it is all well and good.

Commissioner Geeslin commented that we may find it interesting Henderson County was one of the 24 Counties that was declared a Disaster by the Governor. There was a Declaration done by the County Judge as the Emergency Management Director. The Commissioners Court extended that Declaration last Tuesday for an additional 28 days. As your Commissioner I can tell you that we have submitted Road Damages just in Precinct 4, for \$258,000.00 plus, since the 4th of May. We have no idea how much money we will get back from the State or through FEMA.

Mayor Pam Drost said she had talked to our Fire Chief about what damage has been done within Coffee City, he said there wasn't anything to report that we were lucky enough to escape a lot of it.

8. Opening New Road Account.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to open a New Bank Account Specifically for Roads.

Mayor Drost said we have money coming in from a Sales Tax, we have a small amount of money coming in on our garbage/trash bills, and we may have a

Grant, that has not happened yet. Any money coming in from the two that I mentioned needs to go in an account specifically for roads. So I think it would be wise for us to keep that money separate, it will continue over year after year, if it is not spent it does not mean we will lose it. This account will require two signatures on checks. The signatures will be Pam Drost and Phil Rutledge.

9. Purchasing (3) AXON Body Cameras for the Police Department.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to table purchasing the (3) AXON Body Cameras so Police Chief Donny Malone can write a policy for Body Cameras and present to Mayor and Council before a Special Call Meeting.

10. Purchasing (3) Motorola Hand Held Radios for the Police Department.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted four(4) for and none (0) opposed to purchase (3) Motorola Hand Held Radios for Police Department at \$600.00 each.

11. Paying Alex Caddell Warrant Officer per Warrant Served.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for none (0) opposed to pay Warrant Officer Alex Caddell \$50.00 for Warrant Served.

12. 2014-2015 Budget.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to table Budget approval until Mayor Pro Tem Phil Rutledge can finalize it.

13. Letting Greater Lake Palestine Council use the Community Center.

Motion was made by Council Member Riley Standifer, and a second was made Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to let the Greater Lake Palestine Council use the Community Center next year 2016, on a Saturday from 10-2, at no charge. They have already decided to use Sunrise Shores Community Center this year.

14. Purchasing Proto Type Map to put on Wall in City Hall.

Motion was made by Council Member Ruthie Seward, and second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to table the Map at this time. Council Member Ruthie Seward said she had talked to her printing guy on her job, he said he can do the Map but he needs to get it in a file. The Fire Chief is going to go in and do some more work on it and he is going to send it to him, then he is going to quote us a price. He also said he could do the Maps where you can fold them over and people come in and we can hand them out. We will look at the price and see if it is something we want to do.

15. Mayors Report.

Mayor Pam Drost announced that our sweet little Judge had a accident, she fell and broke her back. She is in a lot of pain, and wearing a brace. She is going this week for a day surgery, probably will be back to work on the following Monday if all goes well. She has actually been working remotely at home, and she came up today and did some work.

Council Member Adam Gonzales asked on our last report when we did the disannexation, we talked about the Street Lights that we were no longer going to pay for, did we get those resolved? Mayor Drost answered no I gave the list of Street Lights to the President of the POA Ron Jeffries and he is going to bring it up at the next meeting, to see how they wish to handle it. Then they will get back with me and let me know, as soon as they let me know I am making a call to TVEC.

16. EDC Report.

EDC Treasurer Sandy Atteberry gave the report, we started out with

\$18,757.91, wrote a check to George Chavis \$500.00, Vickie Castleberry gave us a \$500.00 deposit, we got a deposit of \$4,628.83 from Sales Tax, Vickie Castleberry paid her rent of \$600.00, we gave George Chavis a check for \$1,115.68, the Mowing was \$65.00, our water utilities was \$54.57, we now have a total of \$23,698.08. Hotel /Motel for the month of May, we had a deposit from Duck Inn for \$341.25, Lake Palestine Motor Inn \$1,225.18, Lake Palestine Resort \$868.25, we now have \$75,197.29.

17. Municipal Report.

No report at this time.

18. Police Report.

Police Chief Donny Malone gave the report, 15 Calls for Service, Call Volume is 20, 3 Accidents, 3 Agency Assists, 1 Burglary, 2 Suspicious Persons, 2 Suspicious Cars, 1 Theft, 3 Call Outs, 2 Arrests for no Drivers License, and 3 Disturbances. We currently have 12 Reserve Officers, with 2 in FTO Program. Burglary call was in Brierwood. Mayor Pam Drost commented that all the hours were on there from a report that she was looking at from the Police Chief, exactly 16 hours nobody did more, nobody did less. Chief Malone said there were some that were on call, but this is the 16 hours they actually come out and worked.

19. Fire Report.

Police Chief Malone gave the Fire Report, 23 Calls for Service, 1 Building Fire, 2 Rubbish, Grass, and or Burn Ban Fires, 10 Medical Calls, 4 Tree Obstructions, 2 Boat Calls, 1 MVA, 1 False Alarm, and 2 Public Service (Unlock 2 cars). We currently have 12 Senior Fire Fighters. Upcoming Events: I will be gone 12-18 of June to the State Conference (SFFMA). I will be gone 19-24 of July to Texas A&M Training. June 1st the new ISO rating of 8b went into effect. August 22nd, we will host TEEX (Texas A&M) for third party testing and courage to be safe class. HCFCA School 17th, of October. Eastman School October 3rd, 4th, and 5th. Coffee City Extrication School currently set for 1st or 2nd weekend in November.

20. Executive Session.

Executive Session started at 6:47 p.m. ended at 7:03 p.m.

21. Mayor Drost announced that we were back in session, we need to announce that we are losing our dear, sweet, wonderful City Secretary. We need to consider and act upon putting an ad in the paper to look for a replacement. Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and none (0) opposed to put an ad in the paper for a replacement.

At this time Mayor Drost Opened the Open Forum back up.

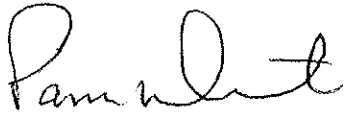
Davis Jenkins spoke and his wife reside in High Saw, for six years now. During that time we have made a lot of friends. Once upon a time there was a gentleman by the name of Archie, that built the High Saw Edition Sign. The Sign is in disrepair, it has been like that for quite a long time, I would like to fix the sign and beautify, to no cost to the City. I probably won't get to it until August.

Fire Chief made an announcement, when I first got back there were a few people said there were a couple of questions on the Weather Sirens. Fire Chief had passed out a document on Tornados and Severe Weather. A watch is when conditions are favorable for bad weather. Warning is when a Tornado has been sighted. Doppler Radar has it where it is in a neighboring area, coming toward us. We had some phone calls on why the Sirens did not go off, we were not under a Warning. Our Storm Spotters were out. The Test on the Siren is the last Friday of every month at 12:00 noon. You will not hear the Siren in your house, they are not designed for that. We have put in Grants for Noah Weather Radios, there are a lot of people trying to get Grants. I have requested 500 for here, and 350 for Berryville. Some of you like to light Candles after the Storms, there is Propane, and

there is Gas, use your Flash Lights. We do not do an all clear, Dallas use to do them until in the 80's, but the problem with an clear is people hear the Sirens go off and, people are like oh no here it comes again. We have a First Call Alert, if there would have been a Warning issued we would have activated a First Call Alert. It is home numbers and you can register your Cell Phones.

22. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted four (4) and none (0) opposed for the meeting to adjourn at 7:10 p.m.



Mayor, Pam Drost



City Secretary, Angela Jones

**COFFEE CITY, CITY COUNCIL
SPECIAL CALL MEETING
AND
BUDGET WORKSHOP
MEETING MINUTES
MAY 19, 2015**

The Coffee City Council met for a Special Call Meeting and Budget Workshop on May 19, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, Council Members Don Weaver, Ruthie Seward, Adam Gonzales, and Riley Standifer. Quorum was present.

3. Brierwood Bay Disannexation Announcement.

Mayor Drost announced The Brierwood Bay Disannexation was official May 17th, Sunday. Brierwood Bay is now officially Disannexed from Coffee City. I have advised Angela to notify the Election People, and the Franchises as well. Council Member Adam Gonzales asked about the Street Lights in Brierwood that the City pays for. Mayor Drost said that if the light was in front of someone's house she was going to try and call the people that live there to see if they would like to pay for it instead of just having it turned off. Council Member Adam Gonzales said that he thinks some of those lights are at intersections, so that will probably be the responsibility of the Association itself, they probably will be able to bring it up at the next meeting, being a safety issue. Mayor Drost would rather give Brierwood Bay an opportunity to have lights transferred instead of turning lights off.

4. Budget Workshop.

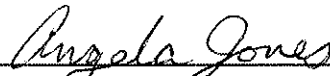
Mayor Pam Drost and Mayor Pro Tem Phil Rutledge went over Budget line by line. Changed Sales Tax Income from \$105,000.00 to \$114,000.00. Changed Centurylink from \$885.00 to \$400.00. Changed Animal Control from \$900.00 to \$450.00. Increased Auto Expense \$1,000.00, from \$6,500.00 to \$7,500.00. Changed VFD from \$2,000.00 to \$4,000.00. Changed Inmate Expense from \$1,500.00 to \$1,000.00. Changed Police Equipment and Gear from \$6,000.00 to \$8,500.00. Employees Salary increase of 3% was discussed, this would depend on Employee Evaluation. All Franchise Fees have been cut.

5. Adjournment.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:04 p.m.



Pam Drost, Mayor



Angela Jones, City Secretary

MMR-05112015

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
MAY 11, 2015**

The Coffee City Council met for a regular scheduled meeting on May 11, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present. Mayor Pam Drost, Mayor Pro Tem Phil Rutledge, Council Members Don Weaver, Ruthie Seward, and Adam Gonzales. Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Council Member Don Weaver, and a second was made Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed to accept minutes as written from the April 13th, Council Meeting, and the Check Register for April.

4. Minutes from April 13th, Council Meeting.

See number three above.

5. Check Register for April.

See number three above.

6. Open Forum.

No one spoke at this time.

7. Filling Place 4 on City Council.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Don Weaver. The Council voted four (4) for and none (0) opposed for Riley Standifer to fill the seat for Place 4 on the City Council.

8. Employee Handbook Vacation Days and Sick Days.

Motion was made by Council Member Adam Gonzales, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted five (5) for and none (0) opposed to amending Employee Handbook, to be able to carry over six (6) sick days and five (5) vacation days. Employees may not receive vacation pay in lieu of time off. Vacation shall not be accrued while an employee is on leave without pay. Accrual of vacation shall begin at the time an employee begins work in a position eligible to accrue vacation, but an employee must work for a minimum of six months in such a position before being eligible to take any vacation.

9. Purchasing (3) AXON Body Cameras for the Police Department.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed to table purchasing the AXON Body Cameras till Chief Malone is here.

10. Purchasing (3) Motorola Hand Held Two Way Radios for the Police Department.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Don Weaver. The Council voted five (5) for and none (0) opposed to table purchasing the Motorola Hand Held Radios until we get a briefing from the Chief of Police.

11. Update on CenturyLink Service.

Mayor Drost announced that some people from the Hillside Addition came to our last meeting and Mayor Pro Tem Phil Rutledge will give update about it. Mayor Pro Tem Phil Rutledge announced that people asked if there was any way that we could talk to CenturyLink the answer is no. We have tried extensively, Angela and I, and Ken Geeslin our Commissioner, has tried through his contacts at the PUC. When you call them and try to get an answer they run you all around the country. I do have the number for a lady that is suppose to be a contact however she will not return a phone call, and her voice mail has been full for over a week. I have not given up I will keep seeing what I can do. Someone mentioned Suddenlink, I may call them to see if there is any way they can come in here.

12. Agreed Declaratory Judgment concerning Brierwood Bay and Coffee

Mayor Pam Drost read the AGREED DECLARATORY JUDGMENT

Came on to be heard the Parties' Joint Motion for Entry of Agreed Declaratory Judgment, and after review of the subject Motion and the entire record of this cause, and noting that the Motion is unopposed, it is hereby ORDERED, ADJUDGED, and DECREED that said Motion shall be in all things GRANTED; and it is

FURTHER ORDERED, ADJUDGED, and DECREED that Ordinance No. 20110725-001 of the City of Coffee City, Texas, is declared void and without effect, and that the territory purportedly annexed by said ordinance shall be and is hereafter declared to be not within the boundaries of the City of Coffee City.

13. Mayors Report.

I emailed with Lauren from TML and Ruthie had actually done some ground work when the case was first heard. I wrote and ask her were you the one Council Member Ruthie Seward has been communicating with, about Council Member Adam Gonzales who lives in Brierwood Bay? I was under the impression that you might be emailing to Angela our City Secretary concerning how to handle this situation, would you mind emailing me as well as to how you think this should be handled? She basically said sorry for the miss communications of not responding but as for your situation a City Council Member only retains his or her Council Seat so long as they reside in the City. If a individual residents is disannexed then the individual no longer resides in the City and his or her seat is arguably vacant. This means that a qualified person may be appointed or elected for that seat but until this happens the current Council Member would retain his authority and duties under the hold over provision in the Texas Constitution. I do not have Angela or Ruthie's email address, it goes on to say she will forward them that information as well. Mayor Drost said she feels like after the effective date of May 17th, we should be looking at replacing your seat if you feel the same. Council Member Adam Gonzales replied he thought about that and Brierwood Bay was not the oncs that put me in Office it was Coffee City. Since it was so hard to fill the seat for place 4, and the Election is right around the corner. Mayor Drost said it also says that this means that a qualified person may be appointed or elected for that seat, but until this happens the current Council Member would retain his authority, so until we appoint or elect someone, election would be November, appointing would be only if you resign.

14. EDC Report.

EDC Treasurer Sandy Atteberry gave the EDC Report, Beginning Balance \$16,575.60, Checks written for First Quarter Secretary Services \$814.65, Mowing \$125.00, for Strip Center TVEC \$510.00, TVEC \$250.00, Sam's two Round Tables \$199.96, and Larry Paxton for Lake Palestine Center Sign \$123.90. Deposit from Sales Tax income \$4,205.82, Ending Balance \$18,757.95. Hotel/Motel Deposits from Duck Inn \$559.10, from House of Brierwood, Lake Palestine Motor Inn \$1,150.43, Lake Palestine Resort \$1,472.01, Ending Balance \$72,762.61.

15. Municipal Court Report.

Judge Shellena Bivens gave the Municipal Court Report, 134 New Cases Filed, 28 Compliance Dismissals after DSC, 11 Dismissed after Deferred Disposition, 2 Dismissed after Proof of Financial Responsibility, 59 Class C Warrants Issued, 11 Cases satisfied by Jail Credit, Total Income for the month \$10,467.93, paid \$6,781.00 in Taxes, Pioneer brought in \$4,098.00, we will Transfer \$10,467.93 at the end of the quarter.

16. Police Report.

No Police Report at this time. Chief Malone is on vacation.

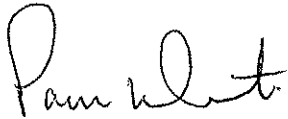
17. Fire Report.

Fire Chief Chris Moore gave the Fire Report, 1 Building Fire, 2 Rubbish, Grass, or Burn Ban Fires, 10 Medical Calls, 4 Tree Obstructions, 2 Boat Calls, 1 Smoke or Odor, 1 MVA, 1 False Alarm, and 2 Public Service (Unlock 2 Cars). We currently have 12 Senior Fire Fighters, with one new prospect at this time. Seven of the twelve are Interior Fire Fighters, this is because of management moves and realignment of personnel.

Upcoming Events: I will be gone June 12th - 18th, at the (SFFMA) (State Conference). June 1st, the new ISO rating of 8b will go into effect. August 15th, we will host TEEX (Texas A&M) for third party testing. HCFC School October 17th. Eastman School October 3rd, 4th, and 5th. Coffee City Extrication School currently set for 1st, or 2nd, weekend of November.

18. Adjournment.

Motion was made by Council Member Adam Gonzales, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 6:39 p.m.



Mayor Pam Drost



City Secretary Angela Jones

MMR-04132015

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
APRIL 13, 2015**

The Coffee City Council met for a regular scheduled meeting on April 13, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pro Tem Pam Drost called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, Mayor Pro Tem Pam Drost, Council Members Phil Rutledge, Don Weaver, and Adam Gonzales were present, Council Member Ruthie Seward was absent. Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed to accept the Minutes from the March 9, 2015 Meeting as written, and the Check Written Register for March.

4. Minutes from 3-9-15.

See #3.

5. Check Register for March.

See #3.

6. Open Forum.

No one spoke at this time.

7. Hillside Addition High Speed Internet.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed to trying to help them with phone calls from several of us, or by a letter, or whatever is decided.

8. Officers work Lake Party at Kilos.

Motion was made by Council Member Don Weaver, and a second was made Council Member Phil Rutledge. The Council voted three (3) for and none (0) opposed for the Coffee City Officers to be paid to work events that will be held in Kilo Park. Events start at around 3:00 p.m. and will end between 9:30 - 10:00 p.m.. The events that are scheduled at this time are May 23rd, July 4th, and September 5th. Greg Wideman was here to speak on the Lake Parties at Kilo Park.

9. Mayor's Seat.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed for Pam Drost to take the Mayor's Seat.

10. Mayor Pro Tem Seat.

Motion was made by Council Member Don Weaver and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed for Phil Rutledge to fill the Mayor Pro Tem Seat.

11. Removing Mayor Ray Wakemans signature from all accounts.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Don Weaver. The Council voted three (3) for and none (0) opposed to remove Mayor Ray Wakemans signature from all accounts, including CD's, and Safety Deposit Box.

12. Swearing in Travis Kirby.

Travis Kirby was not here this evening.

13. Consider and act upon signatories on all Bank Accounts.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed to add Mayor Pro Tem Phil Rutledge to all bank accounts including CD's, and Safety Deposit Box. Mayor Pam Drost and Angela Jones names will remain on all bank accounts including CD's and Safety Deposit Box.

14. Budget Workshop.

Motion was made by Council Member Don Weaver, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted three (3) for and none (0) opposed to have a Budget Workshop scheduled for May 19th, at 6:00 p.m.

15. Angela going to QuickBooks Classes.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Don Weaver. The Council voted three (3) for and none (0) opposed for Angela to attend the QuickBooks Classes.

16. Genaro Vargas \$100.00 per mowing.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Adam Gonzales. The Council voted three (3) for and none (0) opposed for Genaro Vargas to get paid \$100.00 each time he does yard work. This will go in effect the next time he does the mowing and other yard work.

17. Note for VFD.

Motion was made by Council Member Adam Gonzales, and a second was made by Mayor Pro Tem Phil Rutledge. The Council voted three (3) for and

none (0) opposed for the City to make note payment for the Fire Department if there Money does not come in by May 15th. The Fire Department will pay us back as soon as they get their money.

18. Municipal Maintenance Agreement.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Don Weaver. The Council voted three (3) for and none (0) opposed to accept the Municipal Maintenance Agreement between Coffee City and TXDOT. Mayor Pam Drost explained that this is something that has to be done about every ten years, it is an agreement between TXDOT and The City to allow them to do road work on such roads as Hwy. 155 in Coffee City.

19. Mayors Report.

No Mayors Report at this time.

20. EDC Report.

Judge Bivens gave the EDC Report, Beginning Balance of Southside Account is \$161,324.00, 2 checks written one to Homeland Title for \$5,000.00, and one to purchase Strip Center for \$144,131.49, Sales Tax Deposit \$4,383.00, Ending Balance \$16,575.00. Hotel/Motel Tax Account we had a deposit from the Duck Inn for \$308.00, Lake Palestine Motor Inn \$1,435.00, and the Lake Palestine Resort \$613.00, total deposits for the month were \$2,356.00, Ending Balance \$69,693.57. Council Member Don Weaver announced that The Strip Center now has Insurance with the Texas Municipal League, I have done a little advertising and we already have five or six people lined up to rent the place. We are going to have a meeting on the 27th, of this month, we need to form some kind of committee so we can make decisions.

21. Municipal Court Report.

Judge Bivens gave the Municipal Court Report, 110 New Cases Filed, 8 Dismissed by the Prosecution during Pre Trial, 19 Compliance Dismissals after Defensive Driving, 13 Dismissed after Deferred Disposition, and 5 Dismissed after Proof of Financial Responsibility. 25 Class C Warrants Issued, Revenue \$18,610.00, City keeps about \$12,000.00 of that, Quarterly Report Taxes that we had to pay were \$21,439.00, we will Transfer to the City \$35,752.00.

22. Police Report.

Chief Donny Malone gave the Police Report, Calls for Service 20, Accidents 2, Assaults 1, Arrests 2 (Warrants), Agency Assists 3, Burglaries 3 (Brierwood Bay), Suspicious People 3, Call Outs 3, Thefts 1, Agency Assists 3, and Disturbances 3. We currently have 14 Reserve Police Officers. I would like to mention the cooperation of Neighboring Departments, Smith County, Henderson County, Frankston P.D., Coffee City Fire, also thanks to Lake Palestine Marina Resort.

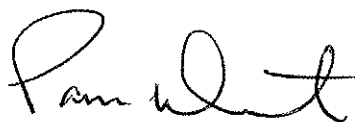
23. Fire Report.

Fire Chief Moore gave the Fire Report, 27 Calls for Service, 2 Building Fires, 3 Rubbish, Grass, and Burn Ban Fires, 12 Medical Calls, 2 Tree Obstruction, 3 Boat Calls, 1 Smoke or Odor, 1 MVA, 1 False Alarm, and 2 Public Service (unlocking car or house). We currently have twelve Senior Fire Fighters, and one New Prospect at this time, six are Interior Fire Fighters.

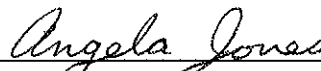
Upcoming Events: I will be gone June 12th, through the 18th, to the State Conference (SFFMA). June 1st, the New ISO Rating will go into effect. We currently are working on what our next step will be to lower this rating again. August 15th, we will host TEEX (Texas A&M) for third party testing. HCFC School October 17th. Eastman School October 10th. Coffee City Extrication School currently set for 1st, or 2nd, weekend of November.

24. Adjournment.

Motion was made by Mayor Pro Tem Phil Rutledge, and a second was made by Council Member Don Weaver. The Council voted three (3) for and none (0) opposed for The Council Meeting to adjourn at 6:53 p.m.



Pam Drost, Mayor



Angela Jones, City Secretary

COFFEE CITY, CITY COUNCIL

MM12-03092015

MEETING MINUTES

MARCH 9, 2015

The Coffee City Council met for a regular scheduled meeting on March 9, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Pro Tem Pam Drost called the meeting to order at 6:01 p.m. At this time Mayor Pro Tem Pam Drost announced that we have lost a very great man and a very dear friend with the passing of Mayor Ray Wakeman on February 25th. He set a great example in his personal life, as well as leading the City. He left some mighty big shoes for us to fill. I don't think that we can fill his shoes but we can certainly make him proud.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, Mayor Ray Wakeman, Council replied in spirit, the following were present, Mayor Pro Tem Pam Drost, Council Members Phil Rutledge, Don Weaver, Adam Gonzales, and Ruthie Seward. Quorum is present.

13. Police Chief reported that Racial Profile was submitted for 2014.

Chief Malone said that the Racial Profile Report has to be turned into the state every year, but not only does it have to be turned into the State, it has to be in the Minutes here at a Council Meeting. The Council had received a copy of the report and Chief Malone explained to them each sheet. There were 937 stops for the year, 114 African Americans, 5 Asians, 735 Caucasians, 70 Hispanics, 9 Middle Eastern, and 4 Native Americans.

17. Police Report.

Police Chief Malone gave the Police Report, Calls for Service 26, Accidents 3, Assaults 1, Arrests 3, Agency Assists 5, Burglaries 2, Suspicious Persons 5, Call Outs 6, and Thefts 2. We currently have 14 Reserve Officers, no pending applications at this time. I would like to mention the cooperation of neighboring departments, Smith County, Henderson County, Coffee City Fire, Palestine Marina, Air One, DPS, ETMC, and a special thanks to Frankston Police Department for helping us out with our Funeral the other day.

3. Consent Items #4 and #5.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Don Weaver. The Council voted four (4) for and none (0) opposed to accept the Minutes as written for the February 9th Council Meeting, and to accept the Check Written Register for the month of February.

4. Minutes from the February 9th, Council Meeting.

5. Check Written Register for the month of February.

6. Open Forum.

Chris Wakeman said my Dad loved this job and he loved yall.

Mayor Pro Tem Pam Drost wanted to say thank you to the Police Department, and Chief Malone particularly in the way they conducted themselves and handled themselves before, during, and after the funeral services and everything they did, they did an excellent job.

Council Member Phil Rutledge said we want to give a special thank you to Chris Moore also.

Mayor Pro Tem Pam Drost said we want to say a very special thank you to The Fire Department. They provided assistants and their vehicles , Bob Fisher spoke at the Funeral and we appreciate all of their help. Also want to thank Shellena Bivens and Angela Jones for coordinating all the dinners, and for coordinating the reception, also for keeping the City running.

7. Swearing in Travis Kirby to be Reserve Officer.

Travis Kirby could not be here this evening.

8. Alex Caddell to attend Warrant Officer/ Bailiff Class.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for Reserve Officer Alex Caddell to attend Warrant Officer/ Bailiff Class. This can be paid for out of the Municipal Court Building Security Account.

9. Final Contract on the purchase of the Strip Center by the EDC.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Don Weaver. The Council voted three (3) for and one (1) Council Member Adam Gonzales opposed to accept the final contract for purchase of Strip Center by EDC.

10. Using Henderson County Elections Administration for November Election.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for Coffee City to let Henderson County Elections Administration conduct the November Election.

11. Allied Waste Clean Up Days.

Mayor Pro Tem Pam Drost reminded everyone that Coffee City Clean Up Days will be April 11th and 12th.

12. \$500.00 Donation to T.A.M.E.R.

Motion was made by Council Member Adam Gonzales, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed for the City to make a \$500.00 donation to T.A.M.E.R.

13. Racial Profile Report.

Chief Malone did this after #2 on agenda.

14. Mayors Report.

Mayor Pro Tem Pam Drost read an e-mail that she had received, I read today of the passing of Mayor Ray Wakeman I was saddened by the news for his family and for Coffee City. I am not a resident of Coffee City but I am a property owner in Hillside Additions. I have been very pleased of the actions and results of the Mayor and the City Council since the Elections of November 2012. I was very worried about what I had bought into when I purchased property in Coffee City in 2010 and then started following City Politics on line. I have been most pleased with your representation on City Council. I also feel like Mayor Wakeman was a stand up Mayor and very good for the City, at a time when a new error and respect and professionalism was greatly called for. My condolences to the City Council and the Wakeman Family. I am hoping for continued progress from the current City Council and also that Coffee City can continue in the respectful manner it has enjoyed since November 2012. Best of luck to you and the City Council.

15. EDC Report.

Judge Bivens gave the EDC Report.

Southside General Account beginning balance \$156,428.00, Sales Tax Deposit \$7,633.00, 3 Expenditures, 2 to Jones Surveyors first one was for \$300.00 and the second one was for \$500.00, Sam's \$1,937.00 for chairs and tables, Ending Balance \$161,324.00. The EDC originally budgeted for

tables and chairs after they did the kitchen construction, total paid to date of that \$3,500.00 is \$2,948.00 that was spent so that left us still under budget with \$551.00.

Austin Bank Hotel/Motel Account had 3 deposits for the month, \$43.40 from Duck Inn, \$1,137.00 Lake Palestine Motor Inn, \$478.00 Lake Palestine Resort, total deposits \$1,659.70, Ending Balance \$67,336.95.

16. Municipal Court Report.

Judge Bivens gave the Municipal Court Report, Judge stated that we had a really, really good month, Mayor Wakeman would be really excited and proud. 106 New Cases Filed, 17 Dismissed after Driving Safety Course, 5 Dismissed after Deferred Disposition, 91 Cases Disposed of, 1 Case Appealed to County, 21 Class C Warrants Issued, 1 Case Settled with Jail Credit, Total Revenue \$24,019.00, out of that Officer Caddell in less than two hours he brought in about \$1,200.00, Pioneer brought in \$6,453.00 that is a record for them, after we pay taxes the City will get to keep a little over \$14,000.00. The Warrant Round Up is still going on we are still getting money daily from Pioneer.

17. Police Report.

Chief Malone gave this report after #2, following #13.

18. Fire Report.

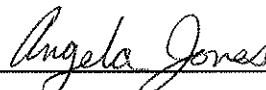
No Fire Report at this time.

19. Adjournment.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Adam Gonzales. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 6:39 p.m.



Pam Drost, Mayor Pro Tem



Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
FEBRUARY 9, 2015**

The Coffee City Council met for a regular scheduled meeting on February 9, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Phil Rutledge, Don Weaver, Adam Gonzales, and Ruthie Seward.

Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Mayor Pro Tem Pam Drost and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to accept the Minutes as written for January 12, 2015 Council Meeting and the Check Written Register for the month of January.

4. January 12, 2015 Minutes.

5. January 2015 Check Written Register.

6. Open Forum.

No one spoke at this time.

7. Budget Review.

Council Member Phil Rutledge said that you have a copy of the budget through December, Mayor Pro Tem Pam Drost found a clerical error that increased our income by \$7,106.00. Where we were at 48% for percentage of

the budget through December, it went to 51%. The expenses stayed pretty much the same. The \$22,400.00 for the TVEC I divided it in half, at that time we didn't have the check, then we actually got the check and it was \$24,000.00 so it was actually \$2,000.00 more than what we had budgeted, it will show up in the next quarterly review.

Council Member Phil Rutledge said that the other one highlighted in green was the Election Expense which we went over what we budgeted. This is just a budget recap for the six months, nothing to approve or change.

The one thing I would like to point out is office supplies we budgeted \$3,000.00 and we already spent \$2,353.00 we need to look and see if all of those are going into the right account. The \$3,000.00 was based on the last two years there was a good back ground of what we spent that number is up a bunch it needs to be pointed out at this time. Overall we are at 42% of our expenses of what we budgeted so we are doing very well there. Considering we are at 51% on the income side. The only negative that I can see is there is a little note at the bottom actual month is \$10,216.00 that is the Sales Tax we budgeted \$10,833.00, we are behind that \$600.00 a month. On Computer Expense we did find a bookkeeping error, where a debit was put in as a credit, it should of been reverse. The Audit Expense will be coming up.

8. Approve any changes in spending.

Nothing to approve.

9. Judge Bivens going to Mandatory Regional Judge's Seminar.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed for Judge Bivens to go to Regional Judge's Seminar.

10. Purchasing Culvert for Highsaw Addition.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed to purchase a 30ft. x 15in. Culvert for \$370.00, to be installed at Sims and Lakewood in Highsaw Addition.

11. Police Chief Development Program.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none

(0) opposed for the Police Chief Donny Malone to attend a week long Police Chief Program, for \$435.05.

12. Mayors Report.

Mayor Wakeman announced that we had a Traffic Study that was done by TXDOT on the intersection of Hwy. 155 and 3506, to determine whether there was a need for a traffic signal or not. They said it did not qualify even though there is almost 14,000.00 cars a day that travel through Coffee City on St. Hwy. 155, and Farm Road 3506 has about 2,400.00 a day. If there is any new development that would increase traffic flow they will do another study. We received a letter from the Texas Comptroller they are going to start collecting the road money in April, and we will get our first check in June.

13. EDC Report.

EDC Treasurer Sandy Atteberry gave the report, we had two checks that went out, one for \$814.65 for October, November, and December Secretarial Services, and second one for TML Liability Insurance second, third, and fourth quarter. Deposit from Sales Tax \$3,942.96, ending balance in General Account \$156,800.66. Hotel/Motel Account deposits, Duck Inn \$155.59, Lake Palestine Motor Inn \$1,346.13, and Lake Palestine Resort \$366.32, ending balance \$65,677.25.

14. Municipal Court Report.

Judge Shellena Bivens gave the report, 163 New Cases Filed, 9 Dismissed after completing Driving Safety Course, 3 Dismissed after Deferred Disposition, 4 Dismissed after Proof of Insurance, 50 Class C Warrants Issued, 5 Jail Credit Cases, Revenue \$16,518.00, City keeps \$9,100.00, and from Pioneer \$1,816.00. Warrant Round Up Letters are going out the end of this week from Pioneer. The Warrant Round Up is the first weekend in March.

15. Police Report.

Police Chief Donny Malone gave the report, Calls for Service 24, Accidents 3, Agency Assists 4, Burglaries 2 (Brierwood Bay), Suspicious Persons 3, Vehicle Thefts 2, Call Outs 6, and 3 Arrests. We currently have 15 Officers, and 1 pending application. I would like to thank Smith County, Henderson County S.O., Frankston P.D., Coffee City Fire Dept., Palestine Lake Marina, Department of Public Safety, and ETMC Air One.

16. Fire Report.

No report at this time.

17. Executive Session.

Consultation with Attorney concerning Brierwood Bay Lawsuit.

Session began at 6:24 p.m.

Session ended at 6:59 p.m.

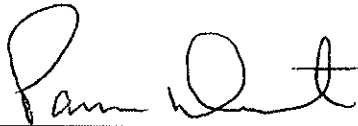
Reconvened meeting at 7:01 p.m.

18. Approve decisions made in Executive Session.

Mayor Wakeman announced no action required.

19. Adjournment.

Motion was made by Council Member Don Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:02 p.m.



Pam Drost, Mayor Pro Tem



Angela Jones, City Secretary

COFFEE CITY, CITY COUNCIL
MEETING MINUTES
JANUARY 12, 2015

The Coffee City Council met for a regular scheduled meeting on January 12, 2015. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Phil Rutledge, Don Weaver, Ruthie Seward, and Adam Gonzales.

Quorum was present.

3. Consent Items #4 and #5.

Motion was made by Council Member Phil Rutledge and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed to accept the Minutes for December 8, 2014 with correction to #11, after correction this is how it is worded (Approve the Additional Spending for Election Expense) and (change the spending amount for the Election Expense). The Check Written Register for December was approved as presented.

4. December 8, 2014 Minutes.

5. Check Written Register for December.

6. Open Forum.

Council Member Phil Rutledge spoke about Budget he said they did look at it we have received 48% of what we projected, which 50% of the year is done,

and we have only spent 44% of what we have budgeted so we are ahead of the budget numbers. Mayor said we will go into it in more detail next month.

7. Swearing in of Reserve Officer Eric Land.

Chief Malone introduced Eric Land. Notary Sandy Atteberry was here to swear Eric Land in to be a Reserve Officer for Coffee City.

8. Public Hearing.

Tina Lewis with GrantWorks was here on behalf of Martha. Tina explained the CBG Grant is application process for the City to apply for funds, for non entitlement Cities under 50,000.00 population as competition you can apply for things such as water, sewer, streets, also covers other grants. Disasters weather it is Hurricane related, or Drought. If there is a regular Disaster, fund operates year around, also special funds that come up as events happen. The Texas Capitol Fund is also operated under this Grant which is a program that we can apply for. Mayor stated that we are applying for Road Maintenance it is a \$275,000.00 Grant.

9. 2015-2016 Texas Community Development Block Grant Resolution.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed to approve this Resolution as written for the 2015-2016 Texas Community Development Block Grant Assistance under the Community Development Fund.

10. \$20,000.00 Application for STEP Grant.

This will be put on next agenda.

11. Purchasing 2 Stun Guns.

Motion was made by Council Member Don Weaver, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and one (1) Council Member Adam Gonzales opposed to not purchasing the Stun Guns.

12. Joey Ridgle's Septic Maintenance Contract.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to renew yearly contract for \$255.00 with Joey Ridgle's Septic.

13. Appoint Mayor Pro Tem.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Don Weaver. The Council voted five (5) for and none (0) opposed to appoint Pam Drost as Mayor Pro Tem.

14. Mayors Report.

Mayor Wakeman spoke concerning the ISO letter that we received. They did some testing on the Fire Department to see our response time and on the amount of water that they could pump. Our new rating is 8B/10. Those of you that have insurance ratings based on that will be glad.

15. EDC Report.

EDC Treasurer Sandy Atteberry gave the EDC report, Beginning Balance in General Account \$152,507.65, Deposits \$4,910.59, Expenses \$2,401.85 and \$639.04 Total Expenses \$3,041.89 , Ending Balance \$154,377.35.

Explanation on the expenses was the error from November \$2,401.85, \$639.04 was the eight tables for the Community Center, for a total of \$3,041.89.

Hotel/Motel Account Beginning Balance \$59,059.08, Deposits \$2,348.28 and Error Correction \$2,401.85, Total Deposits \$4,750.13, Ending Balance \$63,809.21.

Hotel/Motel Tax from Duck Inn \$204.40, Lake Palestine Motor Inn \$1,698.13, Lake Palestine Resort \$445.75, Error Corrected \$2,401.85, Totaling \$4,750.13.

16. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for December, 153 New Cases Filed, 17 Dismissed after Driving Safety Course, 8 Dismissed after Deferred Disposition. 4 Dismissed after Proof of Financial Responsibility, Total Revenue

\$19,082.50, From Pioneer \$1,737.00, City keeps \$10,379.00, paid Quarterly Taxes \$13,531.00, Quarter Transfer from Municipal to General Fund \$17,839.00. I included in the packets spreadsheets to show a comparison from the past three years, in December 2012 we had two officers and the City had \$1048.00. Last year in December the City got to keep about \$5,000.00, Pioneer help bring in about \$2,200.00, in Old Warrants this past month they helped bring in \$1,737.00. You can see that we have doubled in December this year was \$10,000.00. Warrant Round Up is coming up in late February or early March, we are going to participate this year it will be in the newspaper and we will report to Austin.

17. Police Report.

Chief Malone gave the Police Report for the month of December, Calls for Service 24, Accidents 2, Agency Assists 2, Burglaries 2, Suspicious Persons 2, Call Outs 6, Thefts 2, Arrests 3 for Warrants. Currently we have 16 Officers, and 1 Application Pending. I would like to mention the cooperation of neighboring departments, Smith County, Henderson County, Frankston and Coffee City Fire, also Palestine Marina Lake Resort, DPS, and ETMC.

18. Fire Report.

No Fire Report, Fire Chief was unable to be here because of injured foot.

19. a. Betty Savage Situation.

b. Police Job Description/Complaint.

Executive Session

Motion was made by Council Member Don Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to take number 19 above discussion into an Executive Session.

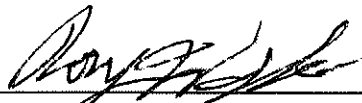
Executive Session started at 6:45 p.m.

Reconvened meeting at 7:13 p.m.

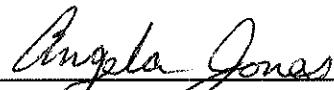
Action: Mayor announced that they will arrange a meeting with the parties involved in the complaint, and write a letter to the complainant explaining that there was a misunderstanding about the whole ordeal.

20. Adjournment.

Motion was made by Council Member Don Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:15 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary