

**CITY OF COFFEE CITY  
COUNCIL MEETING MINUTES  
7019 Pleasant Ridge Rd.  
Coffee City, Texas 75763  
November 09, 2020**

The City Council of Coffee City, Council Meeting was held on November 09, 2020, convened at the Coffee City Community Center, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

Phil Rutledge, Mayor Pro-Tern (Present)	Douglas Davis, City Secretary (Present)
Don Weaver, Alderman (Absent)	Shellena Bivens, Municipal Court Judge (Present)
Riley Standifer, Alderman (Absent)	Chris Moore, Fire Chief (Absent)
Marquis Castleberry, Alderman (Present)	Bryan Miers, Police Chief (Present)
Edward McDaniel (Present)	

**1. Call to Order.**

*The meeting was called to order by Mayor Pro Tem Rutledge at 6:00 pm.*

**2. Roll Call and announce if quorum is present.**

*The roll was called by the City Secretary, and it was announced that a quorum was present.*

**3. Opening Remarks: Welcome to the City Council Meeting of Coffee City Texas**

*The Mayor Pro Tem welcomed everyone. He said that as you know we just had a Presidential election as well as a city election. He said that he spent a lot of time at the city during the election and it seemed to go great. The people that worked the election worked hard and kept everything clean.*

**4. Consider and Act upon Consent Items 5 and 6.**

*Councilman McDaniel made a motion to accept the consent items. Councilman Castleberry seconded the motion. A vote was taken, and was unanimous.*

**5. Approve the Minutes from the City Council Meeting on October 13, 2020 as written.**

**6. Approve the City Financials for October 2020.**

**7. There was not an EDC meeting held in November, so the October financials have not been approved by the EDC.**

*Mayor Pro Tem Rutledge stated that there was not an EDC meeting held in November due to conflicts with the election being held in the same building.*

**8. Open Forum:**

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 10 minutes before the beginning of the meeting.

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- Speakers will be given 3 minutes to speak.

*Any person that is unable to attend and wishes to submit questions to the council can e-mail the questions to the City Secretary at [citysecretary@cityofcoffeecity.com](mailto:citysecretary@cityofcoffeecity.com)*

*There were no speakers for open forum.*

**9. David with DKG CPA will give his audit review for the 2018 - 2019 fiscal year to the council.**

*Mayor Pro Tem Rutledge introduced David Goodwin with DKG CPA. Mr. Goodwin thanked the city for their time. He stated that the City Secretary was handling the tasks of city very well. He stated that the municipal court was probably one of the cleanest audits that he had performed. He stated that while reviewing the EDC reporting practices, he had noticed that the EDC has been reporting on a calendar year, and that the EDC recognized the calendar year as their fiscal year. He stated that after he had review historical documents, the bylaws for the EDC stated that the EDC will run concurrently with the city. He stated that the amended bylaws for the EDC stated that they would switch to a calendar year as their fiscal year. (Bylaws were never approved by the city council) He stated that GASB (Government Accounting Standards Board) suggests that the EDC fiscal year run concurrently with the city, unless it is impractical for the EDC to run concurrently with the city's fiscal year.*

*Mr. Beggerly stated that they did not know that when the new EDC bylaws were created, that they had to be approved by the city council. Mr. Beggerly stated that the EDC would make the changes required by the audit and council.*

*Statement of net position for the city and EDC. He said that the city's net position is about \$ 293,000.00, and the EDC's net position is about \$ 230,000.00. He stated that the city has \$ 112,000.00 in investments (CDs). He stated that the city has \$ 446,000.00 in unrestricted net position, and the EDC has around \$ 240,000.00 in unrestricted net position. He said that the take away was that both the city, and the EDC have a very healthy cash position, with very limited liabilities. He stated that the \$ 293,000.00 is really about eight months of operating income. So, if the city did not bring in any more income in, the city could continue to operate for another eight months just off of the cash on hand. If the city cashed in their CDs, that would give the city another three months. Thus overall, the city has eleven months of operating reserve. For the EDC, they only spend about forty thousand dollars a year, so with their cash balance, they could continue to operate for another six years.*

*Independent auditor report:*

