

CITY OF SHEPHERD
BOARD OF ALDERMEN
Regular Called Meeting
28 N. Liberty, Shepherd City Council Chambers
Monday, May 12, 2025, 6:30 PM
OFFICIAL MINUTES

REGULAR CALLED MEETING:

Members Present: Charles Minton, Mark Porter, Curtis Ainsworth, Yvonne Cones, Ray Marrs,

Members Absent: Billy LaCoste,

City Staff Present: Debra Hagler, Kenneth LaVergne, Matthew Greer, Terri MacIntyre, Lisa Tice, Clint Headley

Others Present: Timothy & Jessica Chamblee, Kolton Purvis, Maurice Schwanke, Ted, Kris Eastham, Maurice Stephens and the JROTC, Marvin Green, Kurtz Stowers, Rob Freyer, Jo & Herbert Munke

CALLED TO ORDER /INVOCATION

Mayor Minton called the meeting to order. Kolton Purvis led in prayer. The pledges were recited as the JROTC presented the flags.

PUBLIC INPUT: None

PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA: None

Rob Freyer: San Jacinto County Assistant District Attorney wanted to introduce himself and get out to meet additional county residents. He stated he has been a prosecutor for 28 years and three of them have been here in this county.

Kris Eastham: County representative for TDEM wanted to remind everyone that June 1st is the beginning of hurricane season and to warn of an upcoming high heat index.

REPORTS:

LIBRARY: No Report

POLICE: Clint emailed his report to the council.

PUBLIC WORKS: No Report

MUNICIPAL COURT: This report is only presented quarterly.

PERMITS: This report is only presented quarterly.

OLD BUSINESS:

NONE

NEW BUSINESS

Discuss and take any action required following a presentation from Bureau Veritas on Zoning.

Curtis Ainsworth made a motion to invest the funds to get this started. Yvonne Cones seconded the motion which passed with a unanimous vote. Maurice Schwanke from Bureau Veritas introduced himself stating he has 49 years of experience with zoning. He stated that there are four section divisions: setbacks, category of usage and land use, digital base maps, control types of growth. These will be determined with Public Input. The first step is to categorize and determine land use for every property into the following categories: commercial, residential, or industrial. There was a statement that there should be multi-use properties. Mr. Schwanke also addressed "grandfathering." He stated the property use can stay in place until the property uses changes or in case of expansion. The Cost will be around \$5000.00 with an additional \$6500 if the city does not currently have digital maps (which we do not.) The attorney is in favor of zoning and further explained that certain things can only be regulated by zoning.

Discuss and take action to hire a Part Time Library Aide

Yvonne Cones made a motion to accept Terri's recommendation and allow her 90 days to begin when she was contracted to fill the vacancy. Curtis Ainsworth seconded the motion. The motion passed with a unanimous vote. Terri stated she had been accepting application for about 5 weeks. The interview

process was conducted with Terri, Debra Hagler, and representatives of the Friends of the Library. Terri stated she narrowed it down to the top two individuals and stated they were equally qualified. However, she was recommending Victoria Caldwell as her top choice. Victoria has been a dedicated and faithful volunteer. Terri believed Victoria would have longevity and require less training. Kara Wilson is Terri's number two pick. The position will start at \$10.00 per hour with a potential increase after the first 90 days. Terri asked when Victoria's time will start as Vicki has currently been working as contract labor to fill the vacancy. The board agreed that her start time can be when she was first contracted to fill the current vacancy. Mrs. Yvonne gave Vicki "kudos."

Discuss and take action to share the cost of the fireworks for the July 4th Celebration to be held on July 5th.

Mark Porter made the motion to approve paying \$5000.00 towards the fireworks. Ray Marrs seconded, and the motion passed with a unanimous vote.

Discuss and take action to consider waiving community center rental fees for the Shepherd Life Skills class to host a dance for county and surrounding area life skill students.

Curtis Ainsworth made a motion to grant this request and waive the rental fees. Mark Porter seconded, and the motion passed with a unanimous vote. This renter will be responsible for paying the deposit.

Discuss and take action on a Manufacture Home variance for Daniel Landaverde on Ross Street. (Property ID# 78016)

Mr. Landaverde asked that this be moved for discussion at next month's meeting as he was unable to appear.

Discuss and take action regarding a request from (builder) to subdivide 11.5 acres located on Beverly Drive into eleven one-acre tracts, and have the City extend city water & sewer, if possible, plus enhance the road to accommodate the development of these eleven tracts for residential purposes.

The attorney suggested this be tabled, stating "don't throw out yeses without numbers." Yvonne made a motion to this effect with Mark Porter seconding. The motion passed with a unanimous vote. Ted Moore represented the property owner requesting to turn his seven tracts into eleven lots each being approximately one acre. He wanted to inquire about the possibility of extending water and sewer services to this location as well as developing the existing road easement. Mr. Marvin Green owns property on the opposite side of the road. He has a 2-inch water line on his side of the roadway. The concerns are whether grade can be met to provide sewer, the possibility of a bigger water line being required, and drainage. The owner intends to build homes that would be equivalent in value to the Rocking B subdivision. Matt is to speak to the City Engineer regarding some kind of drainage mitigation- a spill way. The council advised Mr. Moore to stay connected with Matthew and prepare to make the divisions adequate to accommodate septic if it becomes necessary.

Discuss and take action on application to petition for a local election to legalize an on-premises mixed beverage permit.

Mark Porter made a motion to accept this application to petition. Ray Marrs seconded. The motion passed with a unanimous vote. The next step is to get 35% of the voters to sign the petition before the August Council Meeting.

Discuss and take action on a Food Truck Ordinance/Permit.

Curtis Ainsworth made a motion to table this for discussion next month. Yvonne Cones seconded the motion. The motion passed with a unanimous vote.

Discussion on potentially hiring a grant writer to help us pursue additional funding opportunities.

No action was taken on this matter. Kolton Purvis was advised to speak to Ray Vann, the City's current grant administrator for recommendation and information.

Strategy session on protecting existing residents while attracting sustainable growth to Shepherd.

No action was taken on this matter. His opinion is that zoning will take care of this issue. They spoke of the city being a "patchwork town" and that zoning will address this the results will be seen in the future and not quickly. TIRZ was mentioned again as well.

Discuss and take action required regarding the review of current ordinances and recommendation from City Attorney Kenneth LaVergne

No action was taken on this matter. Kenneth gave a review of the first twenty that he reviewed. He requested to Council to send him any suggestions. He suggested a workshop.

Minutes:

Yvonne Cones made a motion to approve the minutes of the previous meeting. Mark Porter seconded the motion. The motion passed unanimously.

Payment of the Bills:

Mark Porter made a motion to pay the bills. Curtis Ainsworth seconded, and the motion passed with a unanimous vote.

ANNOUNCEMENTS

None

ADJOURNMENT: 8:14pm

Curtis Ainsworth made a motion to adjourn, and Yvonne Cones seconded, and the motion passed unanimously.

Charles Minton, Mayor
Prepared by City Secretary, Debra Hagler