

SHEPHERD ECONOMIC DEVELOPMENT CORPORATION

BOARD OF DIRECTORS
SPECIAL CALLED MEETING
28 N. Liberty, Shepherd, Texas 77371
August 4, 2025, at 6:00pm

Members Present: Kurtz Stowers, Charles Minton, Billy Lacoste, Kolton Purvis, Pam Ellis, Wendell Williams,
Members Absent: Mark Porter,
Others Present: Debra Hagler, Lauren Migl, Mark James

CALLED TO ORDER/INVOCATION/PLEDGE

Kurtz Stowers called the meeting to order. Billy LaCoste also led in prayer and the pledges.

APPROVE MINUTES OF PREVIOUS MEETINGS

Charles Minton made a motion to approve the minutes from the meeting. Wendell Williams seconded, and the motion passed with a unanimous vote.

APPROVE MONTHLY PAYMENT OF BILLS

Kolton Purvis made a motion to pay the bills. Pam Ellis seconded, and the motion passed with a unanimous vote.

CITIZEN PRESENTATIONS: None

OLD BUSINESS:

Discuss and take action necessary regarding a grant writer.

This item was tabled to have the City Attorney to review the contract. These grants would be utilized for beautification and other low hanging fruit type grants project without a large budget. The grant writer will be paid a monthly fee and will not take a percentage of the grant fund received. The EDC attended a zoom meeting to interview Ms. Crystal Petry. Kolton was given the responsibility of researching some grant writers and Ms. Petry was his recommendation. Ms. Petry will charge \$2000.00 a month for a six-month term. Kolton stated that this shouldn't be views as a "bill" but rather an investment. The first two months Mr. Petry will be doing the "heavy lifting" stage of setting up a profile and discovering what the current wants and needs are. Months three-six she will actively be searching for grants. At the end of six months the contract will be renewable for an additional six months. Kolton, with Ms. Petry's assistance, will be responsible for compliance and paperwork.

NEW BUSINESS:

Discuss and take action necessary regarding the proposed 2025-26 Budget

Changes to the budget presented were discussed. Debra was instructed to keep the line items the same as the previous budget unless it is known that the line item will increase and any revenue will be balanced with the contingency line item. A line item is to be added for a proposed grant writer. The council will review the budget at their budget workshop. The EDC Budget will be voted on at the same time the City votes on its tax rate and budget.

The EDC board convened into executive session at 7:18pm to discuss Economic Development Negotiations.

Executive session was adjourned at 8:03pm

OPEN DISCUSSION & ANNOUNCEMENTS

The board has agreed to move the September meeting to Tuesday September 2 in consideration of the Labor Day Holiday.

ADJOURN: 8:04pm

Billy LaCoste made a motion to adjourn the meeting. Wendell Williams seconded the motion. The motion passed with a unanimous vote.

Approved by: _____
Kurtz Stowers, EDC President
*Prepared by Debra Hagler