

**CITY OF SHEPHERD  
BOARD OF ALDERMEN  
Regular Called Meeting  
28 N. Liberty, Shepherd City Council Chambers  
Monday, October 9, 2023, 6:30 PM  
OFFICIAL MINUTES**

**REGULAR CALLED MEETING:**

**Members Present:** Charles Minton, Mark Porter, Curtis Ainsworth, Susan Daniels, Yvonne Cones,

**Members Absent:** Ray Marrs,

**City Staff Present:** City Secretary Debra Hagler,

**Others Present:** Bill Blitch, William Lee, Matt Greer, Mary Foster, Natasha Carr.

**CALLED TO ORDER /INVOCATION**

Mayor Minton called the meeting to order. Yvonne Cones led in prayer and the pledges were recited.

**PUBLIC INPUT:** None

**PUBLIC INPUT FOR ITEMS NOT LISTED ON AGENDA:** None

**REPORTS:**

**Clint Headley:** He submitted a written report.

**No Library Report:**

**Matthew Greer:** Reported they had been working on a major project of reshaping a ditch to redirect drainage at Post Oak. Pct 2 is helping with this project. He reported that the school lights are working again.

**OLD BUSINESS: No Old Business**

**NEW BUSINESS**

**Presentation from Bill Blitch- Financial Advisor**

No action was required on this item. Mr. Blitch answered some questions about bond being a solution for funding for bigger projects. He also gave some resources that may have funding available such as The Texas Water Development Board. He mentioned grants too. He informed council that his role as Financial Advisor is to bring bonds to investors. He stated this is not a fast procedure and will need several months of lead time. Any issuance of bonds is required to be presented to the voters for approval. Mark Porter stated he feels this is getting the cart in front of the horse as the City is unsure of the dollar amount needed. Susan asked, "What is the first step?" The answer given was to prioritize projects and get a dollar amount.

**Discuss and take action necessary on concerns from Pam Donnan regarding raising taxes.**

Ms. Donnan called earlier and stated she would be unable to attend. No discussion nor action was taken on this item.

**Discuss and take action necessary on Manufactured Home Variance request from Natash Carr for a 2000 Redman.**

Mark Porter made a motion to grant this variance for Ms. Carr to install a 2000 Redman at 151 Starlight. Susan Daniels seconded, and the motion passed with a unanimous vote. Ms. Carr's home will be replacing an a small single wide at this property location. She provided pictures of the home and all documents required for the council to make this decision.

**Discuss and take action necessary on a Manufactured Home Variance request from Mary Foster on her 1.1722 acres of property on Holcomb St. (2 lots)**

Mark Porter made a motion to grant this variance to Ms. Foster to place a new manufactured home on her two lots on Holcomb St. Curtis Ainsworth seconded, and the motion passed unanimously.

**Discuss and take action necessary to approve the replating for 21 Seals Ave for the Contreras' Family.**

Yvonne Cones made a motion to approve this survey showing a division of lots at 21 Seal Ave. Mark Porter seconded, and the motion passed with three voting for this and Susan abstaining from the vote. Mr. Contreras attended a previous City Council meeting to present his request for a property division to make two more equal lots out of his property located at 21 Seals. As both lots would have street access an fulfilled necessary requirements the Council approved the drawing and instructed him to come back with a survey for final approval.

**Discuss and take action necessary to pre-approve a property division at 610 S. Railroad before she obtains a survey.**

Mark Porter made a motion to approve her moving forward IF Larry approves. Susan Daniels seconded. The motion passed unanimously. Ms. Contreras has a property located at 610 S. Railroad. Her request is to divide this property in half. NOTE: Larry's suggestion to Ms. Contreras was to contact the Appraisal District and ask that there be two property IDs issued to this location since the original plat shows it as two lots.

**Discuss and take action necessary to purchase one new truck for the Public Works Department funded with the ARPA funds.**

Curtis Ainsworth made a motion to approve the purchase of one truck up to \$32,000.00. Yvonne Cones seconded, and the motion passed unanimously. Matthew stated this will result in all of the fleet being 2014 or newer.

**Discuss and take action necessary to supplement FEMA funds and get the FEMA Road Projects completed.**

Curtis Ainsworth made a motion to use GF Fund Balance, Amend the Budget and get this FEMA project complete. Susan Daniel seconded the motion and the motion passed with a unanimous vote. Matthew explained that about 400 feet of Myrtle, 250 feet on Castleberry St, 130 feet of Hickory, All of Seals and LJ Charles St and the entire length of 5<sup>th</sup> St. The amount of FEMA funds available for this project is \$69,000.00. This will result in 3 new roads and three partial roads.

**Discuss and take action necessary to adopt the 2023 Investment Policy**

Mark Porter made a motion to adopt the 2023 Investment Policy. Curtis Ainsworth seconded. The motion passed unanimously. This is the same policy as the previous year. No changes were made.

**Discuss and take action necessary to hire a prosecutor.**

Susan Daniel made a motion to hire Fresnel Phann at \$350.00 per court appearance. Yvonne Cones seconded the motion and it passed unanimously.

**Discuss and take action necessary to install some new streetlights on Railroad Ave between Magnolia and the school.**

Curtis Ainsworth made a motion to have Entergy install up to three new lights along this section of road and to have the broken ones repaired. Mark Porter seconded the motion and it passed unanimously.

**Minutes:**

Yvonne Cones made a motion to accept the minutes as presented. Mark Porter seconded, and the motion passed with a unanimous vote.

**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**

National Night Out at 7:00pm October 10<sup>th</sup>.

**ADJOURNMENT: 7:27**

Curtis Ainsworth made a motion to adjourn, and Mark Porter seconded. The motions passed with a unanimous vote.

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Charles Minton, Mayor  
Prepared by City Secretary, Debra Hagler