



**REGULAR MEETING OF THE
SALADO BOARD OF ALDERMEN**

REGULAR MEETING AGENDA

**6:30 P.M., THURSDAY, OCTOBER 6, 2016
MUNICIPAL BUILDING
301 NORTH STAGECOACH, SALADO, TX
BOARD OF ALDERMEN CHAMBERS**

I. CALL TO ORDER

1. Invocation/Moment of Silence
2. Pledge of Allegiance, Texas Pledge of Allegiance

(“Honor the Texas flag: I pledge allegiance to thee, Texas, one state under God, one and indivisible.”)

II. PROCLAMATIONS / SPECIAL RECOGNITION

None.

III. PUBLIC COMMENTS

3. Citizens who desire to address the Board of Aldermen on any matter may sign up to do so prior to this meeting. Public comments on issues not listed on the agenda will be received during this portion of the meeting. Comments related to items on the agenda will be received during consideration of the individual agenda item. Please limit comments to 3 minutes. No discussion or final action will be taken by the Board of Aldermen.

IV. REPORTS

Mayor’s Report

- Police Department Report, Chief Jack Hensley
- Fire Department Report, Chief Shane Berrier

V. CONSENT AGENDA

All items listed under this section, Consent Agenda, are considered to be routine by the Board of Aldermen and may be enacted by one motion. If discussion is desired by the Board of Aldermen, any item may be removed from the Consent Agenda at the request of an Alderman and will be considered separately.

4. Consider approving the Consent Agenda items:
 - a. Minutes, September 15, 2016, Regular Meeting
 - b. Minutes, September 22, 2016, Special Called and Workshop Meeting.
 - c. Minutes, September 29, 2016, Special Called Meeting
 - d. Annual contribution to the Bell County Public Health District in the amount of \$5,085.

VI. REGULAR AGENDA

5. Presentation, discussion, and possible action on a request for waiver from Section 3.1o, Street/Block Length of the Subdivision Ordinance, for Salado Mills, a proposed subdivision located on Stinnett Mill Road in the Village's extraterritorial jurisdiction.
6. Presentation, discussion, and possible action on a Concept Plan for Mill Creek Meadows, a ±119.381, 3-phase (Phase I existing), residential subdivision, located near the intersection of Ambrose Drive and Mackie Drive to the west and on the corner of Marie Lane and Blackberry Road to the east, in the Extraterritorial Jurisdiction of Salado.

VII. EXECUTIVE SESSION

7. Conduct an executive session as authorized by Texas Government Code, Section 551.074, Personnel Matters, to discuss the appointment or employment of an Interim Village Administrator, Assistant Village Administrator and Receptionist and to discuss terms of employment.
8. Conduct an executive session as authorized by Texas Government Code, Section 551.071, to consult with attorney regarding the ongoing investigation and possible action regarding the employment contract of the current Village Administrator.

VIII. REGULAR AGENDA

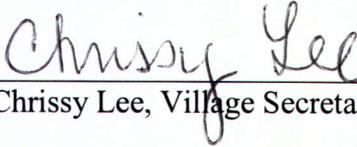
9. Reconvene in open session and take any action on the above executive session items and authorizing the mayor and city attorney to take any necessary action.

IX. ADJOURN

The Village of Salado reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Village Secretary's office at (254) 947-5060 for further assistance.

I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at 4:00 p.m. on **Monday, October 3, 2016**.



Chrissy Lee, Village Secretary

Removed from display: _____

**POLICE DEPARTMENT
MONTHLY REPORT
September 30, 2016**

GOALS / WORK PLAN	UPDATE
General Orders	General Orders have been completed
Develop 5 year action/strategic plan	Citizen Satisfaction Survey

SPECIAL PROJECTS	
Christmas Parade on December 1	Received approval on 9-16-2016
Episcopal Church 5 K Run on 1-7-2016	Received approval on 9-16-2016

ACTIVITIES / PERFORMANCE MEASURES	
Calls For Service	237 (97% in city,3% outside city)
BREAKDOWN OF TYPE OF CALLS FOR SERVICE	
Average response time	3:56
Offenses	6
Arrests	3
Motor Vehicle Accidents	9
Alarm Calls	9 (6 residential, 3 business, 0 other)
Citations	11
Warning Citations	3
Violator Contacts	26

Village of Salado, Texas
Board of Aldermen
Minutes
Regular Meeting
6:30 p.m. Thursday, September 15, 2016
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Mayor Skip Blancett, Mayor Pro Tempore Fred Brown, Alderman Frank Coachman, Alderman Amber Preston Dankert, Alderman Michael McDougal, Alderman David Williams.

Others Present: Kim Foutz, Village Administrator; Mary Ann Ray, Village Secretary; Jack Hensley, Chief of Police; Linda Sjogren, Village Attorney.

I. Call to Order.

1. Mayor Blancett opened the meeting at 6:30 p.m. with prayer.
2. The Mayor let the Pledge of Allegiance and the Texas Pledge of Allegiance.

II. Proclamations / Special Recognition.

The Mayor presented a proclamation to Pam Baker, Betty Martin Chapter of the Daughters of the American Revolution, declaring the week of September 17, 2016, as Constitution Week in the Village of Salado.

III. Public Comments.

3. None.

IV. Reports.

Mayor's Report.

Mayor Blancett reported that striping on Main Street will start next week. Blacksmith and Van Bibber between Main and Stagecoach Road have been paved and now have smooth surfaces. The Village has received the draft permit from the TCEQ for the Stagecoach wastewater treatment plant. He reported on his weekly ride-out with the engineer from TxDOT.

Committee Reports:

Environmental/Deer Committee: Alderman Dankert reported that the deer survey is complete and shows about one deer per acre; the ratio should be about one deer per 15 acres. The Committee will bring forth a recommendation to the Board of Aldermen. The Committee also will bring forth recommendations about management of Salado Creek and Springs. The community-wide cleanup will be Saturday, with groups meeting up at the Civic Center.

ETJ/Annexation Committee: Alderman McDougal reported that the Committee will meet with the Economic Development Committee on September 20. A previously scheduled meeting with the Economic Development Committee could not take place because it was not posted properly.

Ordinance Committee: Alderman Williams reported that the Committee has been has made recommendations regarding portions of the Zoning Ordinance that will be acted upon later in the meeting. Additional changes to the Zoning Ordinance, the Interstate 35 overlay Ordinance, and the Sign Ordinance will come forth at future meetings.

Main Street Committee: Mayor Pro Tempore Brown reported plans to install butterfly benches. The Committee will solicit donations for the rock to use as bases for the benches.

Street Improvements Committee: Alderman McDougal said all street work scheduled for this fiscal year has been completed. The 2016-2017 budget will determine how much work is scheduled for next year.

Economic Development Committee: Alderman Coachman said the Committee has no report because the meeting could not take place. Mayor Pro Tempore Brown reported that he will attend a three-day event in October to meet with representatives of businesses that are planning to relocate.

Trails/Parks Committee: Alderman Dankert reported that the Committee met this week to discuss recommendations from the Environmental/Deer Committee. A report will be prepared for the BOA at the September 22, 2016, meeting. The Committee is exploring two grants that would allow the Village to install playground equipment and small pavilions in the lower part of Pace Park.

Public Safety Committee: Alderman McDougal reported that the Committee met this week and has finalized chapters 6, 7, 8 and 9 of the Police Department's General Orders. He asked Chief Jack Hensley to report on the upcoming National Night Out, a nationwide effort to reduce crime in neighborhoods that will take place October 4, 2016.

Stagecoach Wastewater Plant: Mayor Pro Tempore Brown reported that the plant is working as it should.

Village Administrator's Report:

Administrator Foutz reported that the Planning & Zoning Commission recently completed an extensive training session about platting and development. She is working on a Main Street grant through the Texas Department of Agriculture's Downtown Revitalization Program. See attached report.

Financial Report:

Administrator Foutz reported that fines and forfeitures are down about 50 percent, but property taxes are coming in nicely. The sales tax numbers are good as well, with about \$39,000 extra this month. Cable franchise fees are up dramatically, but water franchise fees are down because of recent rains. The Stagecoach sewer fund shows sludge disposal up because the Village had to pay for two pump-and-hauls to empty the basins so repairs could be made.

V. Consent Agenda.

4. Consider approving the Consent Agenda item:
 - a. Minutes, September 1, 2016, Regular Meeting.
 - b. Minutes, September 8, 2016, Special Called and Workshop Meeting
 - c. Engagement Letter with Donald L. Allman, CPA, PC, for the Annual Audit for the year ending September 30, 2016 for an amount not to exceed \$9,000.00.
 - d. Resolution (R-2016-149) adopting an Investment Policy for Fiscal Year 2016-2017 and designating an Investment Officer for Fiscal Year 2016-2017.
 - e. Resolution (R-2016-150) designating Persons with Signing Authority.
 - f. A contract with GovOffice for a new website in an amount not to exceed \$7,620 for setup plus \$1,150 for hosting second year.

Mayor Pro Tempore Fred Brown made a motion to approve the Consent Agenda as presented. Alderman McDougal seconded. The motion carried unanimously.

VI. Regular Agenda.

5. Discussion and possible action on the selection of a Mayor Pro Tem.

Alderman McDougal nominated Fred Brown as Mayor Pro Tem. Alderman Coachman seconded.

Discussion:

There was discussion about the board candidate to receive the most votes in the May election each year be selected as Mayor Pro Tempore and that the selection of the Mayor Pro Tempore be the first item of business after the swearing-in ceremony each year.

The motion carried unanimously.

6. Presentation, public hearing, discussion, and possible action on:

(A) Ordinance 2016.17, adopting the Fiscal Year 2016-2017 Annual Budget beginning on October 1, 2016 and ending September 30, 2017; and

(B) Ratifying the ad valorem property tax revenue increase reflected in the adopted 2016-2017 Annual Budget – This budget will raise more total property taxes than last year's budget by \$340,876 (59.62%) and of that amount, \$7,743.47 is tax revenue to be raised from new property added to the tax roll this year.

(A) The Mayor opened the public hearing at 7:16 p.m. and called three times for speakers; none emerged. He closed the public hearing at 7:16 p.m.

Alderman Williams made a motion to adopt Ordinance 2016.17 and approve the Fiscal Year 2016-2017 Annual Budget beginning on October 1, 2016 and ending September 30, 2017, as presented. Alderman Dankert seconded. The motion carried unanimously.

(B) Administrator Foutz explained the tax rate and the difference between the Operations & Maintenance component and the Interest & Sinking Debt component.

Alderman McDougal made a motion to ratify the ad valorem property tax revenue increase reflected in the adopted 2016-2017 Annual Budget as presented. Alderman Coachman seconded. The motion carried unanimously.

7. Presentation, public hearing, discussion, and possible action on Ordinance 2016.18, levying taxes and setting a property (ad valorem) tax rate; approving the fiscal year 2016-2017 ad valorem tax rate and levy of \$0.5419 per one hundred dollars (\$100) of assessed valuation of all taxable property within the corporate limits of the Village; providing for an exemption on residence homesteads; providing for exemptions for individuals who are disabled or 65 years of age or older.

The Mayor opened the public hearing at 7:20 p.m. and called twice for speakers.

Tom Fleischer, 912 Cedar Park Circle, said the Village has the highest exemption allowed by state law, and that, combined with the freeze for over 65, may put the Village in financial peril.

The Mayor made a third call for speakers at 7:24 p.m. None emerged; he closed the public hearing at 7:24 p.m.

Alderman Coachman made a motion to approve Ordinance 2016.18, levying taxes and setting a property (ad valorem) tax rate; approving the fiscal year 2016-2017 ad valorem tax rate and levy of \$0.5419 per one hundred dollars (\$100) of assessed valuation as presented. Mayor Pro Tempore Brown seconded.

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>
<i>Alderman Williams</i>	X		
<i>Mayor Pro Tempore Brown</i>	X		
<i>Alderman Dankert</i>	X		
<i>Alderman Coachman</i>	X		
<i>Alderman McDougal</i>	X		

8. Presentation, public hearing, discussion, and possible action on amendments to the Zoning Ordinance, (Ordinance 2013.08): Section 5.2, Landscape Requirements; Section 5.3, Residential Fencing, Walls, & Screening Requirements; and Section 2.2B(6), Planning & Zoning Commission, frequency of meetings.

Administrator Foutz explained that these amendments were workshopped by the BOA as well as reviewed by the Ordinance Committee and recommended by the Planning & Zoning Commission.

The Mayor opened the public hearing at 7:28 p.m. and called three times for speakers; none emerged. He closed the public hearing at 7:29 p.m.

Mayor Pro Tempore Brown made a motion to approve amendments to the Zoning Ordinance, (Ordinance 2013.08): Section 5.2, Landscape Requirements; Section 5.3, Residential Fencing, Walls, & Screening Requirements; and Section 2.2B(6), Planning & Zoning Commission, frequency of meetings as presented. Alderman Coachman seconded.

Discussion:

There was discussion that increasing the frequency of P&Z meetings to twice a month would speed up the process for developers and citizens who have project to complete.

The motion carried unanimously.

The Mayor closed the Regular Session at 7:30 p.m. and announced that the Workshop Session would start at 7:40 p.m.

VII. Workshop Session

The Mayor opened the Workshop Session at 7:38 p.m.

9. Update on Wastewater System Improvements, Rick Kasberg, Kasberg, Patrick & Associates.

Rick Kasberg gave an overview of the timeline for the wastewater treatment plant and reviewed the various agency requirements involved in renewing the permit. The Texas Historical Commission ordered additional surveys. There was discussion about the acquisition of easements and the bidding process.

10. Training on platting and zoning (presentation by Village Administrator).

Administrator Foutz shoed a PowerPoint on the platting process.

11. Discussion on the Resolution (R-2016-.148) designating an Official Newspaper and an Alternate Official Newspaper for the Fiscal Year 2016-2017.

Administrator Foutz explained that the Village does not have to name an alternate, but because the Salado Village Voice is a weekly publication, having a daily named as alternate can help the Village when it is on a tight publication schedule. The Appraisal District publishes the Truth in Taxation notice in the Temple Daily Telegram. This item will be discussed again at the September 22, 2016, BOA meeting.

The Mayor closed the Workshop Session at 8:33 p.m. and announced that the BOA would go into Executive Session.

VIII. Executive Session.

The Board of Alderman entered into Executive Session at 8:35 p.m.

12. Conduct an executive session as authorized by Texas Government Code, Section 551.074 and Section 551.071 to discuss Personnel Matters with and/or without attorneys on the evaluation of the Village Administrator.
13. Conduct an Executive Session for consultation with Attorney under Section 551.071 regarding Village Administrator's Employment Contract.

The BOA emerged from Executive Session at 9:54 p.m.

IX. Regular Session

The Mayor convened the Regular Session at 9:54 p.m.

14. Take appropriate action through a motion regarding Village Administrator's contract.

Alderman McDougal made a motion to place Village Administrator Kim Foutz on administrative leave with pay for a period not to exceed thirty days under terms set by the Mayor, in order for the Mayor or his designees to conduct an investigation into complaints against the Administrator and to determine if the Administrator's employment contract should be terminated for Good Cause. Alderman Coachman seconded. The motion carried by a 4-1 vote (Alderman Williams).

The Mayor announced that Alderman McDougal and Mayor Pro Tempore Brown would conduct the investigation.

X. Adjourn.

Alderman Dankert made a motion to adjourn. Mayor Pro Tempore Brown seconded. The meeting was adjourned at 9:57 p.m.

Skip Blancett, Mayor

ATTEST:

Mary Ann Ray, Village Secretary

Village of Salado, Texas
Board of Aldermen
Minutes
Special Called and Workshop Meeting
6:30 p.m. Thursday, September 22, 2016
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Mayor Skip Blancett, Alderman Frank Coachman, Alderman Amber Preston Dankert, Alderman Michael McDougal, Alderman David Williams.

Absent: Mayor Pro Tempore Brown.

Others Present: Chrissy Lee, Planning & Development; Mary Ann Ray, Village Secretary.

I. Call to Order.

Mayor Blancett called the meeting to order at 6:30 p.m.

II. Workshop Session.

1. Discuss recommendations of the Environmental/Deer and the Trails/Parks committees for appropriate signage at Pace Park and other Village green spaces.

There was discussion about the proposed signs, which would be placed in Pace Park, near the “Big Bubbly” spring, and near the waterfall area by First Baptist Church. The signs would advise people that swimming is encouraged at Pace Park only and that swimming at other places is at their own risk. Signs also would prohibit open flames, tent stakes, littering, glass containers, moving or removing creek gravel or vegetation, and pets to be leashed in Pace Park and other green spaces. There was discussion about water quality testing.

2. Discuss Texas Parks and Wildlife grant for a bouldering park at Pace Park and potential additional phases.

There was discussion about the application for a grant for a natural playscape. The playscape would be developed in three phases. The grant requires a 50-percent match, but in-kind donations can be part of the match. The Village currently has \$10,000 in the Park Fee Fund that was donated by the Hidden Glen development. There was discussion about the ownership of Pace Park and insurance coverage for improvements on non-Village-owned property.

The Mayor closed the Workshop Session at 7:08 p.m.

III. Regular Session.

3. Presentation, discussion, and possible action on recommendations of the Environmental/Deer and the Trails/Parks committees for appropriate signage at Pace Park and other Village green spaces.

Alderman McDougal made a motion to accept recommendations of the Environmental/Deer and the Trails/Parks committees for appropriate signage at Pace Park and other Village green spaces as presented.

Discussion:

It was discussed to include the language changes that came out of workshop: signage will stress that swimming is recommended for Pace Park only.

The motion carried by a 4-0 margin.

4. Presentation, public hearing, discussion, and possible action on the proposed application to the Texas Parks & Wildlife Department for a grant for a bouldering park in the amount of \$75,000 and including a Village match of \$37,500 to include a \$10,000 cash donation plus in-kind donations totaling \$27,500.

The Mayor opened the public hearing at 7:13 p.m. and called three times for speakers; none emerged. He closed the public hearing at 7:13 p.m.

Alderman Coachman made a motion to approve a proposed application to the Texas Parks & Wildlife Department for a grant for a bouldering park in the amount of \$75,000 and including a Village match of \$37,500 to include a \$10,000 cash donation plus in-kind donations totaling \$27,500, with the approval of the Pace Park Foundation and positive insurance coverage. Alderman McDougal seconded. The motion carried by a 4-0 margin.

The Mayor closed the Regular Session at 7:15 p.m.

IV. Executive Session.

5. Conduct an executive session as authorized by Texas Government Code, Section 551.074, Personnel Matters, to discuss the appointment, employment, and /or reassignment of the following positions: Interim Village Administrator; Village Secretary; Village Planner; and Receptionist.
6. Conduct an executive session as authorized by Texas Government Code, Section 551.071, to consult with attorney regarding investigation and employment contract of Village Administrator.

The Mayor asked the Chief of Police to clear the room and adjourned to Executive Session at 7:18 p.m. He closed the Executive Session at 9:46 p.m.

V. Regular Session.

The Mayor reconvened the Regular Session at 9:51 p.m.

7. Reconvene in open session and take any necessary action.

The Mayor said that, on the advice of the Village attorney, legal counsel will conduct the investigation into complaints against the Village Administrator. The attorneys will report back to the BOA on or before October 6, 2016. In addition, he said that, on advice of the attorney, officials and employees of the Village should not comment on the ongoing investigation of the Village Administrator.

Alderman Coachman made a motion to appoint Chrissy Lee City Secretary effective October 1, 2016. Alderman McDougal seconded. The motion carried by a 4-0 margin.

VI. Adjourn.

Alderman Dankert made a motion to adjourn. Alderman Williams seconded. The motion carried by a 4-0 margin.

The meeting was adjourned at 9:54 p.m.

Skip Blancett, Mayor

ATTEST:

Mary Ann Ray, Village Secretary

Village of Salado, Texas
Board of Aldermen
Minutes
Special Called Meeting
6:30 p.m. Thursday, September 29, 2016
Municipal Building, 301 N. Stagecoach Road
Salado, Texas

Present: Mayor Skip Blancett, Mayor Pro Tempore Fred Brown, Alderman Frank Coachman, Alderman Amber Preston Dankert, Alderman Michael McDougal, Alderman David Williams.

Others Present: Chrissy Lee, Planning & Development; Mary Ann Ray, Village Secretary.

I. Call to Order.

Mayor Blancett called the meeting to order at 6:30 p.m.

II. Regular Session.

1. Presentation, discussion, and possible action on a resolution (Resolution R-2016-147) authorizing the submission of an application for funding through the Texas Parks and Wildlife Local Grants for Small Communities for a natural playscape at Pace Park.

There was discussion about complications that have arisen because of the tight turnaround time for this grant. The Village would be better served to wait until February 2017 to apply for a different but similar grant.

Alderman Coachman made a motion to postpone action until the appropriate time for a February 2017 application for this grant. Mayor Pro Tempore Brown seconded. The motion carried unanimously.

2. Presentation, discussion, and possible action on a Resolution (R-2016-151) of the Board of Alderman of the Village of Salado, Texas, approving an Interlocal Agreement between the Village of Salado and JES Development Co. to allow use of the \$10,000 Park Dedication Fee paid by JES Development Co. as part of the matching funds for a grant for improvements at Pace Park.

There was discussion about the use of the funds donated by JES Development Co.

Mayor Pro Tempore Brown made a motion to postpone action on Resolution R-2016-151 indefinitely. Alderman McDougal seconded. The motion carried unanimously.

III. Adjourn.

Alderman Dankert made a motion to adjourn. Alderman McDougal seconded. The motion carried unanimously.

The meeting was adjourned at 6:38 p.m.

Skip Blancett, Mayor

ATTEST:

Chrissy Lee, Village Secretary



SEP 14 2016

BELL COUNTY PUBLIC HEALTH DISTRICT

ADMINISTRATION

Lanier Center

(254) 773-4457 • Fax (254) 773-7535

P.O. Box 2149 • Temple, Texas 76503-2149

September 8, 2016

Honorable Mayor Skip Blancett
Village of Salado
P.O. Box 219
Salado, TX 76571

Enclosed is the Full Member Contribution page with your entity's contribution highlighted for fiscal year 2017.

Thank you,

A handwritten signature in cursive script that reads "Charlsie Barfield".

Charlsie Barfield
Executive Secretary



SEP 14 2016

BELL COUNTY PUBLIC HEALTH DISTRICT

ADMINISTRATION

Lanier Center

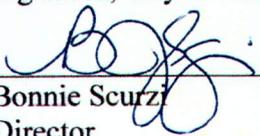
(254) 773-4457 • Fax (254) 773-7535

P.O. Box 2149 • Temple, Texas 76503-2149

AGREEMENT BETWEEN VILLAGE OF SALADO AND THE BELL COUNTY PUBLIC HEALTH DISTRICT. THE VILLAGE OF SALADO AGREES TO PAY INTO THE HEALTH DISTRICT FUND THE AMOUNT OF \$5,085 TO BE PAID IN one(1) PAYMENT(S). THIS AMOUNT WILL BE FOR THE BELL COUNTY HEALTH DISTRICT FISCAL YEAR 2017, BEGINNING SEPTEMBER 1, 2016 AND ENDING AUGUST 31, 2017. CHECK(S) WILL BE MADE PAYABLE TO THE BELL COUNTY PUBLIC HEALTH DISTRICT AND MAILED TO THE BELL COUNTY PUBLIC HEALTH DISTRICT, P.O. BOX 2149, TEMPLE TEXAS 76503.

Signature, City Official

Date



Bonnie Scurzi
Director
Bell County Public Health District

9-8-16

Date

BOARD OF ALDERMEN

AGENDA ITEM MEMORANDUM

10/6/2016
Item #5
Regular Agenda
Page 1 of 2

APPLICANT: Bear Rosamond, Salado Mills Subdivision

DEPTDIVISION REVIEW: Chrissy Lee, Project Administrator

ITEM DESCRIPTION: Presentation, discussion, and possible action on a request for waiver from Section 3.1o, Street/Block Length of the Subdivision Ordinance, for Salado Mills, a proposed subdivision located on Stinnett Mill Road in the Village's extraterritorial jurisdiction.

STAFF RECOMMENDATION: Per the Village Engineer - Waiver request is supported for Davis Mill Road due to topographic constraints (Salado Creek) on south side of street making additional through street connections impractical. Waiver request is supported for Chalk Mill Crossing due to topographic constraints (existing tributary) on southwest side of street making additional cross street connections impractical. Current proposed street configuration of subdivision provides two points of ingress/egress for subdivision Phases II and III upon complete buildout with one crossing of tributary.

ITEM SUMMARY AND ANALYSIS: During review of the Concept Plan submittal for Salado Mills, the Village Engineer made comment on the proposed street/block length for both Davis Mill Road and Chalk Mill Crossing. Both streets exceed the maximum street/block length. (see below)

Section 3.1o - The maximum length of any block or street segment (including a looped street) shall be one thousand two hundred feet (1,200') and the minimum length of any block or street segment shall be four hundred feet (400'), as measured along the street centerline and between the point(s) of intersection with other through, but not dead-end or cul-de-sac, streets.

The applicant is proposing Davis Mill Road to be 2,301 feet and Chalk Mill Crossing to be 1,996 feet.

According to the Subdivision ordinance, "the Board of Aldermen shall not approve a waiver/suspension unless it shall make findings based upon the evidence presented to it in each specific case that:

1. Granting the waiver/suspension will not be detrimental to the public safety, health or welfare, and will not be injurious to other property or to the owners of other property, and the waiver/suspension will not prevent the orderly subdivision of other property in the vicinity;

2. The conditions upon which the request for a waiver/suspension is based are unique to the property for which the waiver/suspension is sought, and are not applicable generally to other property;

3. Because of the particular physical surroundings, shape and/or topographical conditions of the specific property involved, a particular hardship to the property owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out;

4. The waiver/suspension will not in any manner vary the provisions of the Zoning Ordinance or Comprehensive Plan or any other adopted plan(s) or ordinance(s) of the Village;

5. An alternate design will generally achieve the same result or intent as the standards and regulations prescribed herein.”

“Such findings of the Board of Aldermen, together with the specific facts upon which such findings are based, shall be incorporated into the official minutes of the Board of Aldermen meeting at which a waiver/suspension is considered.”

FISCAL IMPACT: The applicant is proposing a gated subdivision and all internal streets will be maintained by the HOA.

ATTACHMENTS:

- Waiver Applications
- Village Engineer’s Review Letter
- Applicant’s Response to Review Letter
- Proposed Concept Plan



VARIANCE APPLICATION

Date: 9/29/2016

APPLICANT

PROPERTY OWNER

Name: Clark & Fuller, PLLC

Bear Rosamond

Mailing Address: 215 N. Main Street

P.O. Box 366

Temple, TX 76501

Snellville, GA 30078

Daytime Phone: 254-899-0899

512-596-8004

Fax: 254-899-0901

E-mail: mclark@clark-fuller.com

PROPERTY DESCRIPTION

Street Address: 11475 Stinnett Mill Road Acres: 64.66

Location: _____
(ie: corner of ___ & ___; or, 1 mile south of FM ___; etc.)

Existing use of property: N/A

Are there buildings on the property? No If yes, what are they used for. _____

REQUESTED VARIANCE

I/We request a variance to Section 3.1.o of the Sub-Division Ordinance which requires...

The maximum length of any block or street segment (including a looped street) shall be one thousand two hundred feet (1,200').

Instead, I/We would like to request:

We would like to request a variance for the street length of Davis Mill Road to be longer than 1,200 feet.

Justification: To satisfy Section 3.1c4a of the Village of Salado's Subdivision Ordinance. This section states a subdivision with fifty (50) or more lots must have at least two (2) points of vehicular access.

Mitigation Offered:

SUBMITTAL REQUIREMENTS

_____ PDF of plat with additional information needed to properly and effectively review the request.
2 copies. (All drawings must be to scale.)



VARIANCE APPLICATION

Date: 9/19/2016

APPLICANT

PROPERTY OWNER

Name: Clark & Fuller, PLLC

Bear Rosamond

Mailing Address: 215 N. Main Street

P.O. Box 366

Temple, TX 76501

Snellville, GA 30078

Daytime Phone: 254-899-0899

512-596-8004

Fax: 254-899-0901

E-mail: mclark@clark-fuller.com

.....

PROPERTY DESCRIPTION

Street Address: 11475 Stinnett Mill Road Acres: 64.66

Location: _____
(ie: corner of ___ & ___; or, 1 mile south of FM ___; etc.)

Existing use of property: N/A

Are there buildings on the property? No If yes, what are they used for. _____
.....

REQUESTED VARIANCE

I/We request a variance to Section 3.1.o of the Sub-Division Ordinance which requires...

The maximum length of any block or street segment (including a looped street) shall be one thousand two hundred feet (1,200').

Instead, I/We would like to request:

We would like to request a variance for the street length of Chalk Mill Crossing to be longer than 1,200 feet. Chalk Mill Crossing is currently proposed to be 1,996 feet.

Justification: To satisfy Section 3.1c4a of the Village of Salado's Subdivision Ordinance. This section states a subdivision with fifty (50) or more lots must have at least two (2) points of vehicular access.

Mitigation Offered:

SUBMITTAL REQUIREMENTS

_____ PDF of plat with additional information needed to properly and effectively review the request.
2 copies. (All drawings must be to scale.)



KASBERG, PATRICK & ASSOCIATES, LP
CONSULTING ENGINEERS
Texas Firm F-510

Temple
One South Main Street
Temple, Texas 76501
(254) 773-3731

RICK N. KASBERG, P.E.
R. DAVID PATRICK, P.E., CFM
THOMAS D. VALLE, P.E.
GINGER R. TOLBERT, P.E.
ALVIN R. "TRAE" SUTTON, III, P.E., CFM

Georgetown
1008 South Main Street
Georgetown, Texas 78626
(512) 819-9478

September 28, 2016

Ms. Chrissy Lee
Village of Salado
P. O. Box 219
Salado, Texas 76571

Re: Salado Mills Subdivision
Concept Plan
Salado, Texas

Dear Ms. Lee:

We have completed our second review of the referenced Concept Plan which we received on September 19, 2016. The following is a summary of our comments for the applicant with regards to the Concept Plan:

- Please provide a letter from Bell County Engineers Office regarding their concurrence with the proposed street configuration as well as having all of their comments addressed.
- Chalk Mill Crossing (Block 2 and Block 3) and Davis Mill Road (Block 4 and Block 5) exceed the maximum block (or street segment) length of 1,200' as specified in Section 3.1o of the Village of Salado Subdivision Ordinance.

Although this submittal is for the Concept Plan, additional information was provided which would be pertinent to the review of the Construction Plat. The following comments are made with regards to the Construction Plat for the future phases, but will not reflect on the review process of the Concept Plan:

- Please verify with the Bell County Health Department that Block 7, Lots 6-13 and Block 6, Lot 7 are buildable lots that will conform to the requirements listed for ½ acre residential lots including on-site septic facility placement.
- Please contact the Village of Salado Planning Coordinator, Chrissy Lee, (254) 947-5060, regarding annexation of this property into the Village of Salado.
- The adequacy of Stinnett Mill Road will need to be evaluated for the traffic generated by the proposed development.

Ms. Kim Foutz
September 28, 2016
Page Two

Please note that some of the comments which are applicable to the Construction Plat only may ultimately have impacts on the Concept Plan.

If you have any questions or comments, please call or email.

Sincerely,

A handwritten signature in blue ink, appearing to read "John A. Simcik". The signature is fluid and cursive, with a large initial "J" and "S".

John A. Simcik, P.E., C.F.M.

xc: 2002-105

Mr. Monty Clark, PE, Clark & Fuller
Mr. Chuck Lucko, RPLS, All County Surveying, Inc.
Mr. Stephen Eubanks, Bell County Engineer's Office
Mr. Michael Jahns, Bell County Health Department
Mayor Skip Blancett, Village of Salado
Mr. Ricky Preston, Salado Water Supply

September 29, 2016



Re: Salado Mills Subdivision

To Whom It May Concern:

Below are responses to the Kasberg, Patrick & Associates, LP Engineering Comments received via email on September 28, 2016, concerning the Concept Plan for Salado Mills Subdivision:

Concept Plan:

1. Please provide a letter from Bell County Engineers Office regarding their concurrence with the proposed street configuration as well as having all of their comments addressed.
Information has been sent to their office and we are currently working with the Bell County Engineers Office and addressing their comments.
2. Chalk Mill Crossing (Block 2 and Block 3) and Davis Mill Road (Block 4 and Block 5) exceed the maximum block (or street segment) length of 1,200' as specified in section 3.1o of the Village of Salado Subdivision Ordinance.
We have requested a variance on the street length of Chalk Mill Crossing. We would also like to request a variance on the street length of Davis Mill Road.

Project No: 15161-10
 Drawn By: LNW
 Designed By: MLC

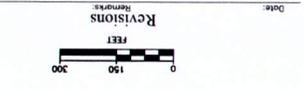


SALADO MILLS SUBDIVISION
 NEW SITE DEVELOPMENT
 EXTRA-TERRITORIAL JURISDICTION OF SALADO, TEXAS

DRAWING STATUS

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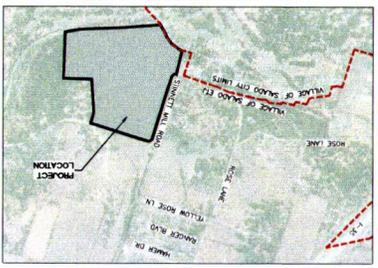
CONCEPT PLAN



1. SALADO MILLS SUBDIVISION IS IN COMPLIANCE WITH THE FUTURE TRAILS SYSTEM PLANS FOR THE VILLAGE OF SALADO.
 2. ALL PARCELS WITHIN THE FLOOD HAZARD AREA ZONE MAY REQUIRE PERMITTING. AS ZONES ARE A ZONE AREA AND THE PLACEMENT OF FILL IS PROHIBITED.

- NOTES**
- PHASE III DEVELOPMENT
 - PHASE II DEVELOPMENT (UNDER CONSTRUCTION)
 - PHASE I DEVELOPMENT (UNDER CONSTRUCTION)
 - FEMA 100-YR FLOODPLAIN
 - PROPOSED STORM SEWER
 - PROPOSED SALADO WATER SUPPLY CORPORATION PROPOSED 6" WATER MAIN
 - NEW STANDARD FIRE HYDRANT

- DEVELOPMENT TIMELINE:**
- PHASE I - UNDER CONSTRUCTION
 - PHASE II - PROJECTED TO COMMENCE LATE 2017
 - PHASE III - PROJECTED TO COMMENCE IN 2017
- DEVELOPMENT STATISTICS:**
- TOTAL RESIDENTIAL LOTS: 77 LOTS (PROPOSED ZONING SF-21)
 - BLOCK 1: 8 LOTS
 - BLOCK 2: 14 LOTS
 - BLOCK 3: 12 LOTS
 - BLOCK 4: 11 LOTS
 - BLOCK 5: 7 LOTS
 - BLOCK 6: 19 LOTS
 - TRACT A: 0.21 ACRES
 - TRACT B: 0.25 ACRES
 - TRACT C: 0.29 ACRES
 - COMMUNITY PARK: 0.99 ACRES
 - CUA-DC-SAC RADIUS: 40.5' BOC
 - RIGHT-OF-WAY WIDTH: 50'
 - STREET WIDTH: 28' BOC TO BOC



CITE	NO.	DATE	DESCRIPTION
C12	200.00	14.8.07	143.47
C11	200.00	19.03.07	183.44
C10	200.00	24.1.06	172.47
C9	200.00	18.1.05	168.15
C8	200.00	08.08.04	160.23
C7	400.00	02.08.04	157.03
C6	275.00	23.07.03	153.07
C5	200.00	42.78.02	150.14
C4	255.00	44.1.02	151.06
C3	200.00	11.8.20	148.87
C2	200.00	19.28.01	156.18
C1	200.00	15.2.01	156.18

LINE	BEARING	DISTANCE	POINT
L17	N 11° 10' 00" W	203.80'	203.80'
L16	S 89° 27' 28" W	208.00'	208.00'
L15	N 89° 27' 28" W	233.18'	233.18'
L14	N 89° 27' 18" W	87.47'	87.47'
L13	N 89° 02' 28" W	38.53'	38.53'
L12	N 89° 02' 48" W	32.25'	32.25'
L11	N 89° 48' 23" W	164.13'	164.13'
L10	N 89° 01' 51" W	227.20'	227.20'
L9	N 89° 28' 08" W	263.50'	263.50'
L8	N 89° 58' 47" W	482.75'	482.75'
L7	N 89° 44' 43" W	228.80'	228.80'
L6	N 89° 02' 23" W	242.47'	242.47'
L5	N 89° 02' 13" W	278.87'	278.87'
L4	S 02° 18' 49" W	149.89'	149.89'
L3	N 89° 02' 53" W	110.79'	110.79'
L2	S 02° 48' 18" W	0.86'	0.86'
L1	S 72° 48' 18" W	194.41'	194.41'



BOARD OF ALDERMEN

AGENDA ITEM MEMORANDUM

10/6/16
Item #6
Regular Agenda
Page 1 of 1

DEPT/DIVISION REVIEW: Chrissy Lee, Planning and Development

ITEM DESCRIPTION: Presentation, discussion, and possible action on a Concept Plan for Mill Creek Meadows a ±119.381, 3-phase (Phase I existing), residential subdivision, located near the intersection of Ambrose Drive and Mackie Drive to the west and on the corner of Marie Lane and Blackberry Road to the east, in the Extraterritorial Jurisdiction of Salado.

STAFF RECOMMENDATION: Village Engineer recommends approval of the Concept Plan for Mill Creek Meadows.

ITEM SUMMARY: A Concept Plan for Mill Creek Meadows a ±119.381 acre, 3-phase, residential subdivision located in Salado's ETJ. The Village's engineer has provided a letter indicating the concept plan is in conformance with all requirements for this stage of review. The Village has received concurrence from the Bell County Engineer's office.

Utilities:

Water services will be provided by Salado Water Supply Corporation through a 6-inch water line. The applicant is proposing on-site sewage facilities for all lots in the subdivision, and the Village has received a concurrence letter from the Bell County Public Health Department (note: each site to be individually reviewed by Health Department at time of proposed home construction).

This Concept Plan has multiple Tracts labeled as drainage. A Homeowners Association will be formed to own and maintain proposed drainage flumes, channels, detention ponds and surrounding areas. The Village will receive a copy of the HOA covenants for each phase, verifying that all drainage areas will be owned and maintained by the HOA and not the Village, prior to each plat recordation.

Parkland:

No parkland dedication or fees are proposed for this subdivision, as it is outside the city limits.

FISCAL IMPACT: n/a

ATTACHMENTS:

- Location map
- Proposed, Revised Concept Plan
- Engineer's Final Review Letter



Parcel numbers on the left side of the map:
207412
366702
460623
366703
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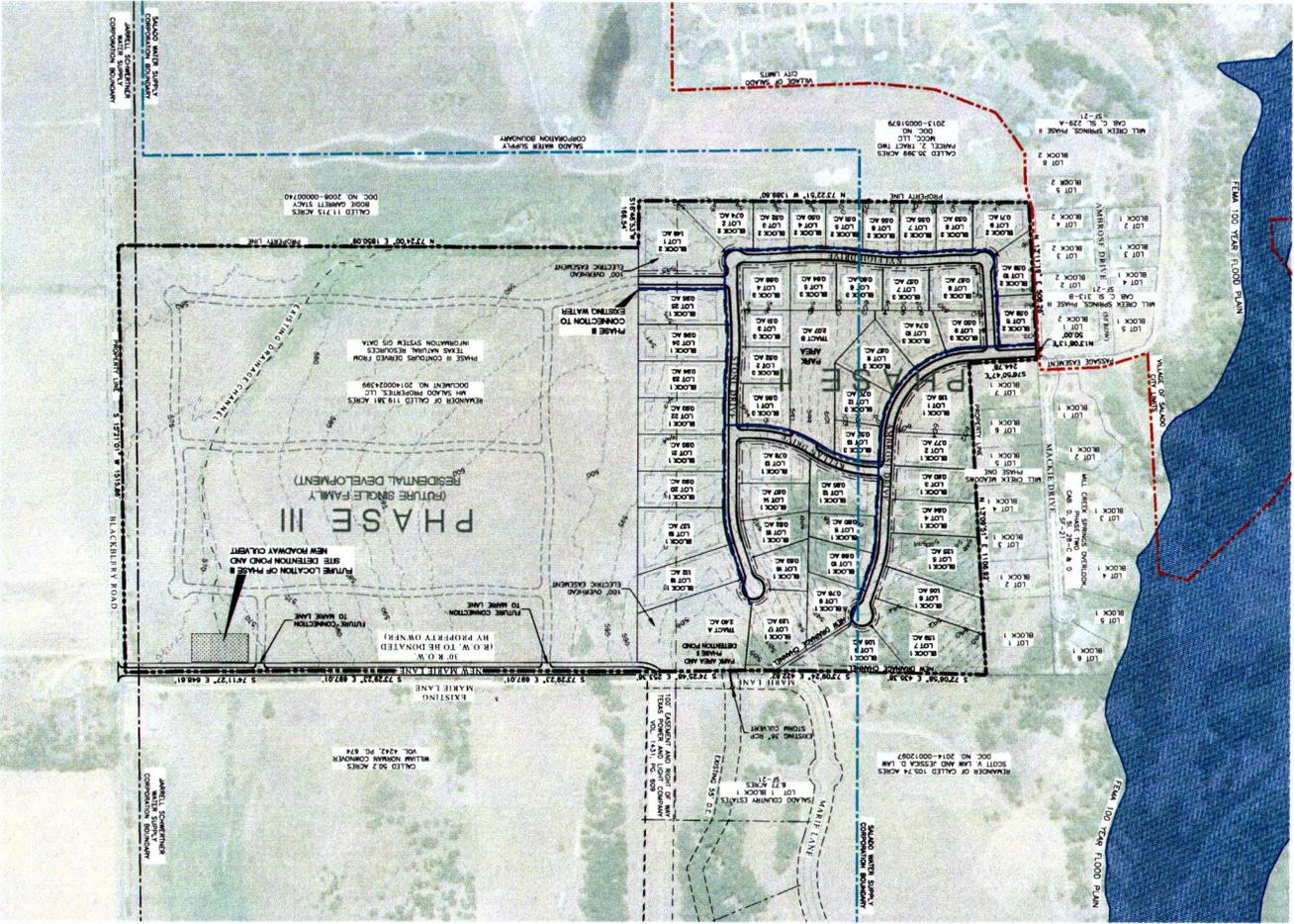
458564

Marie Lane

Blackberry Road

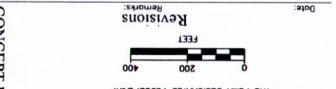
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91358



MILL CREEK MEADOWS PHASE II
CONCEPTUAL PLAN

PHASE III PARK NOTES
1. DEVELOPER IS, AT PRESENT, NOT PLANNING TO DEDICATE ANY PARKLAND FOR PHASE III



REVISIONS

Date: _____

1. THE SHOWN FLOOD 100-YR FLOOD PLAN BOUNDARY IS BASED ON INFORMATION AVAILABLE FROM THE FEMA FIRM MAP NUMBERS 48070510E DATED SEPTEMBER 26, 2008 AND IS APPROXIMATE.

2. NO PART OF THIS DEVELOPMENT IS LOCATED IN THE FEMA DESIGNATED FLOODPLAIN.

FLOOD PLAIN NOTES

1. MINIMUM LOT SIZE WITH SEPTIC: 21,780 SF

2. MINIMUM LOT WIDTH AT FRONT SETBACKS IS 10'

3. MINIMUM LOT DEPTH IS 150'

4. 40' FRONT YARD SETBACK

5. 25' REAR YARD SETBACK

6. 15' SIDE YARD SETBACK, 25' FROM R.O.W.

SALADO SF-21 ZONING REQUIREMENTS

1. NO PART OF THIS DEVELOPMENT IS LOCATED ON THE EFFECTIVE VILLAGE OF SALADO TRANSPORTATION PLAN.

2. STREETS SHALL BE LOCAL STREETS (MIN. 50' R.O.W. - 28' PAVEMENT)

3. FUTURE PARKS LOCATION ARE SHOWN IN COMPLIANCE WITH PHASES AND TRAILS MASTER PLAN.

4. FUTURE PARKS LOCATION ARE SHOWN IN COMPLIANCE WITH PHASES AND TRAILS MASTER PLAN.

STREET WIDTH

LOCAL STREETS = 28' BOC TO BOC

RIGHT-OF-WAY WIDTH = 50'

CE-500 RADIUS = 40.5' BOC

MIN. LOT SIZE (IN COMPLIANCE WITH FUTURE LAND USE PLAN) = 0.50 ACRES

PHASE II AND PHASE III = 13 LOTS

BLOCK 2 = 36 LOTS

TOTAL DEVELOPED RESIDENTIAL LOTS = 49 LOTS

PHASE III FAMILY DEVELOPMENT

PHASE II NEW "CORED COMMUNITY" FAMILY DEVELOPMENT

DEVELOPMENT STATISTICS

CLARK & FULLER P.L.L.C.
215 N. MAIN STREET, TEMPLE, TEXAS 76501

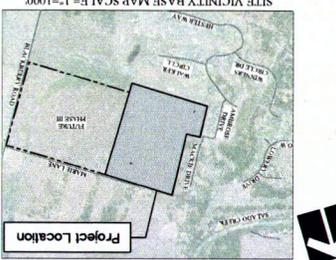
REGISTERED PROFESSIONAL ENGINEER

QUICK INC. LAND SURVEYING
4500 WILLIAMS DRIVE SUITE 212, BOX 228,
GEOGETOWN, TEXAS 78633

REGISTERED PROFESSIONAL LAND SURVEYOR
P.O. BOX 762, SALADO, TEXAS 76571

DEVELOPER
BILLY HELM, LONE STAR GRADING

SITE VICINITY BASE MAP SCALE=1"=1000'



C1.1

CONCEPT PLAN

Project No: 16162.00
Drawn By: MLC
Date: 8-31-16
LW



MILL CREEK MEADOWS
PHASE II
NEW RESIDENTIAL SUBDIVISION
SALADO, TEXAS

DRAWING STATUS

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FOR CONSTRUCTION



KASBERG, PATRICK & ASSOCIATES, LP
CONSULTING ENGINEERS
Texas Firm F-510

Temple
One South Main Street
Temple, Texas 76501
(254) 773-3731

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ALVIN R. "TRAE" SUTTON, III, P.E., CFM

Georgetown
1008 South Main Street
Georgetown, Texas 78626
(512) 819-9478

September 15, 2016

Ms. Kim Foutz
City Administrator
Village of Salado
P. O. Box 219
Salado, Texas 76571

Re: Mill Creek Meadows
Concept Plan
Salado, Texas

Dear Ms. Foutz:

We have completed our second review of the referenced Concept Plan which we received on September 14, 2016. All of our previous comments have been addressed and we have no additional comments with regards to the Concept Plan. At this time, we recommend approval of the referenced Concept Plan by the Village of Salado. All responsibility for the adequacy of the Concept Plan remains with the Developer's Engineer/Surveyor of record. In approving the Concept Plan, the Village of Salado must rely on the adequacy of the work of the Developer's Engineer/Surveyor of record.

Please note that although this submittal is for the Concept Plan, one issue was noted as a possible future comment for the preliminary plat:

- It appears the Phase II stubout to Phase III is going to offset from Kyleigh Drive by less than 150' in its current alignment. Minimum offset of intersecting streets is 150' per Section 3.1k of the Subdivision Ordinance.

If you have any questions or comments, please call or email.

Sincerely,

John A. Simcik, P.E., C.F.M.

xc: 2002-105

Mr. Stephen Eubanks, Bell County Engineer's Office
Mr. Michael Jahns, Bell County Health Department
Mayor Skip Blancett, Village of Salado
Mr. Monty Clark, P.E., Clark & Fuller