



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

REGULAR MEETING AGENDA

**6:30 P.M., THURSDAY, FEBRUARY 4, 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

Departmental Reports

- Police Department Report, Chief Jack Hensley
- Fire Department Report, Chief Shane Berrier
- Chamber of Commerce/Tourism Bureau Report, Executive Director Mary Poche'

Village Administrator's Report

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 item:
 - a. Minutes, January 21, 2016, Regular Meeting.
 - b. Minutes, January 25, 2016, Called Workshop
 - c. Minutes, January 30, 2016, Special Called Meeting and Planning Retreat
 - d. A Resolution (R-2016-135) supporting the designation of Salado as a Cultural District through the Texas Commission on the Arts.
 - e. An Order of Election for May 7, 2016 to elect a Mayor and two positions on the Village of Salado Board of Aldermen.
 - f. A Resolution (R-2016-137) calling for a Joint Election on May 7, 2016, with the Salado Independent School District (ISD) Board of Trustees and the Salado Public Library District for the Elections.

VI. REGULAR SESSION

5. Presentation, discussion and possible action on a contract for fire protection and emergency services with the Salado Volunteer Fire Department in an amount of \$36,000.00.
6. Presentation, discussion and possible action on:
 - a. Board of Aldermen members to Committees pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards; and
 - b. Chairperson and Vice Chairperson of Committees pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards
7. Presentation, discussion and possible action on the appointment of members to the Planning & Zoning Commission, pursuant to Ordinance 2013.08.14, Zoning Ordinance.
8. Presentation, discussion, and possible action on the appointment of members to Committees and Advisory Boards pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards.

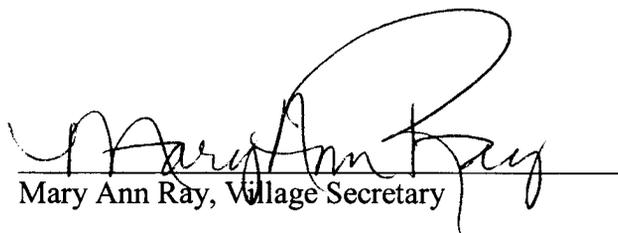
VII. EXECUTIVE SESSION

VIII. 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 5:15 p.m. on **Friday, January 29, 2016.**


Mary Ann Ray, Village Secretary

Removed from display: _____

POLICE DEPARTMENT
MONTHLY REPORT
FOR THE MONTH ENDING January 28, 2016

Update General Orders	Have been reviewing the current operations manual and updating the policies to meet the Best Practices guideline. There are currently 169 sections in the Best Practices manual. 47 sections have been completed and pending committee review.
Emergency Operations	<ul style="list-style-type: none"> • The Emergency Operations Plan and Annexes have been completed, however we will continue to gather additional data. This will be presented at a workshop • Need to assign someone to serve as Emergency Management Coordinator • The annex's are completed and we are now in compliance with the state standards. We are now working on the Basic Plan and will have this on a future work shop agenda. We are drafting ordinances and resolutions that may be used in the event of a disaster. Need to establish interlocal agreements with partners in the area that will assist us during an emergency. • Identify resource list and arrangements for goods and materials necessary during emergency Pending committee review
Develop 5 year action/strategic plan	The construction of a Police Department strategic plan 2014 / 2018 Has been completed.

Early Outdoor Warning Systems	Starting to gather information about vendors and types of programs.
Episcopal Church 5K run (1-2-16)	Over 250 participants
Presentation to Library Staff	HB 30.07 Open carry laws
SABA Training	Operational Emergency Medical Advisory Council
New officers	1 officer in FTO program, 1 officer in final stage of hiring process

Salado Chamber of Commerce/Tourism Bureau 2016-2017 ACTION PLAN UPDATE – February 4, 2016

CATEGORY	DESCRIPTION	CURRENT STATUS	EXPECTED OUTCOME
Chamber	Ribbon Cuttings	Goosehead Insurance Feb. 2, 2016	Increase Ambassador and other business attendees to show support; reinforce open communication and Chamber programs
Chamber	Quarterly Breakfast	March 2, 2016 Holiday Inn Express – NRG Simply Smart – Jessica Dusek	Quality informational programs to assist business in running their business – expect to continue to add to attendance numbers so members know it as a “Value Add” to their membership
Chamber	Ambassador Program	Program Revamp – Draft Stage	Gather information about what works and what needs to be added to create quality program; expect to add a more varied demographic and increase members
Chamber	Annual Banquet	Complete as of January 28, 2016	Goal to double budgeted net profit (\$4,500) preliminary numbers show between \$8-9 net
Chamber/Tourism	Website Revamp	Ongoing-gathering copy data, photography, etc.	Goal is to have revamped site up by time construction and Stagecoach Restaurant open ---mid June
Tourism	Upcoming event	Salado on the Rocks (Feb. 12) radio ad running; posters distributed band, booked; ticket sales happening;	By turning into a weekend marketing push, goal is to secure overnight lodging and local shopping
Tourism	Upcoming event	Wildflower Weekend (April 1-3); posters developed and distributed; artists inquiries occurring and preliminary program work ongoing	Build on an already successful format
Tourism	Venue Master List	Draft in development	Will use for direct marketing to groups, regional meetings etc.
Chamber/Tourism	App for Smart/I Phone	Gathering information regarding vendor and cost	Cutting edge Salado information in a relevant format for Visitors
Chamber/Tourism	Print Materials	Selectively choosing most relevant to process; converting clientele to the idea of “electronic”	Cut printing costs and more relevancy to current clientele desires for information
Chamber Tourism	Marketing Plan	Operating from Draft Status due to learning curve	Complete by mid – February for balance of 2016 budget year

Village of Salado, Texas
Board of Aldermen
Regular Meeting
Meeting Minutes
6:30 p.m. Thursday, January 21, 2016
Municipal Building, 301 N. Stagecoach Road

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

Others Present: Kim Foutz, Village Administrator; Chrissy Lee, Acting Recorder; Dottie Palumbo, Village Attorney.

I. Call to Order.

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

1. The invocation was led by Larry Sands.
2. The Mayor led the Pledge of Allegiance and the Texas Pledge of Allegiance.

II. Reports.

Mayor's Report:

Mayor Blancett called attention to several events in the near future: Special Called BOA Workshop on Main Street sewer lines, January 25; Town Hall on wastewater improvements, January 26; the Salado Chamber of Commerce Banquet, January 28; The BOA Planning Retreat January 30. He announced that he will conduct a series of one-on-one meetings with citizens. Hour-long sessions can be scheduled at City Hall. He directed the Chief of Police to limit entrances and exits from the building.

Board of Aldermen Reports:

Environmental Committee: Alderman Dankert reported that Texas Parks and Wildlife will pay for an informational sign at the former location of the Sirena statue. She and Administrator Foutz have learned of more grant opportunities.

ETJ/Annexation Committee: Administrator Foutz reported that she has been in conversation with Salado Independent School District regarding the cost to connect to the sewer system as it relates to annexation.

Ordinance Committee: Alderman Coachman had no report. He asked citizens to consider applying to serve on one of the Village's boards and committees.

Main Street Committee: Mayor Pro Tempore Brown reported that the subcommittee assessed Main Street for light placement, sidewalks, etc., last week as part of the Main Street Improvements Program. These findings will be reported to Texas Department of Transportation during a Special Called Meeting on Monday. He thanked Administrator Foutz for her pursuit of grants for Main Street and the Village.

Street Improvements Committee: Alderman McDougal reported that the west side frontage road from Thomas Arnold to FM 2268 is expected to open February 1. He said Mike Killgore of James Construction said his company will do all it can to finish construction through Salado by mid-year.

Stagecoach / Wastewater Status Report: Administrator Foutz reported there are issues with low amounts of effluent running through the Stagecoach plant. A meeting will take place soon to encourage more customers to use the plant.

Financial Report: See attached.

III. Proclamations / Special Recognition.

None.

IV. Public Comments.

3. Kent Bass, 1615 Mill Creek Drive, presented a letter to the Board of Aldermen and expressed his concern about the increase in property taxes. See attached.

King Copeland, P.O. Box 192165, Dallas, Texas 75219, spoke about the lack of BOA transparency and his growing discord with Sanctuary. See attached.

K.D. Hill, 1221 Baines, spoke about for more childcare and the lack of youthful representation at Village meetings.

Hans Fields, 818 Blaylock, read a handout to the BOA. See attached.

Linda Reynolds, 507 Santa Rosa, thanked the Planning & Zoning Commission for its recent public hearing on zoning and expressed a desire that the BOA honor the Commission's point of view.

Cathy Carlson, 3400 Chisholm Trail, expressed her dissatisfaction with the way money and power have changed the Village and asked the BOA members to listen to the citizens.

Marianne Diorenza, 117 Salado Creek Place, said she was concerned about zoning changes in the Historical District, eminent domain, flooding, and other adverse effects of growth.

Maurice Striegler, 901 Salado Oaks Drive, expressed concern about paying the debt on sewer bonds when the Village is still three to five years from having a sewer system.

H.T. Crowell, 1501 Elizabeth Circle, expressed his anger about how the Sanctuary agreement was executed.

Sheryl Russell, 1710 Old Mill (Baines House) said that there are severe drainage and traffic problems in Salado that will only worsen with the Sanctuary development.

Darlene Walsh, 1110 Mill Creek, said she was concerned about zoning changes in the Historical District and the possibility of drive-through restaurants.

James Haney, 501 Santa Rosa, said the Main Street shops need sewer, yet the Village has done nothing but pay interest on the bonds, and that the system of roadway for Sanctuary is not enough.

Mayor Blancett reported that a Town Hall forum on Wastewater System Improvements will take place at 6:30 p.m. Monday, January 26, 2016, in the Municipal Building.

V. Consent Agenda.

4. Consider approving the Consent Agenda items:
 - a. Minutes, January 7, 2016, Regular Meeting
 - b. Minutes, January 14, 2016, Special Called Public Hearing and Workshop

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

VI. Regular Session.

5. Hold the second public hearing for the purpose of receiving public comments on the initiation of annexation proceedings of the tracts generally described below:

Sanctuary Development:

- a. 31.745 +/- acres generally located at the northeast corner of FM 2268 and I-35 frontage road.
- b. 196.945 +/- acres generally located at the corner of Salado Oaks Drive and FM 2268, and the 700 block of Royal Street Drive, just east of Rose Way Drive.
- c. 58.132 +/- acres generally located at the southeast corner of FM 2268 and I-35 frontage road.

Administrator Foutz explained the steps and timetable for annexation, which are prescribed by law, including the Municipal Services Plan.

Mayor Blancett opened the public hearing at 7:34 p.m.

King Copeland questioned the change in acreage for annexation and issues of procedure during Board of Aldermen meetings.

Linda Reynolds expressed concerns about Sanctuary's effect on the environment.

The Mayor issued the second call for speakers at 7:39 p.m. and the third call at 7:40 p.m.

Maurice Striegler expressed his concerns about making Salado Oaks Drive a feeder road into the Sanctuary development and the increase in cars and traffic.

Hans Fields expressed concern that a picture of a concept plan is the only document that shows what is to be built in the Sanctuary development.

Judy Fields, 818 Blaylock, commented on the effect the annexation will have on the school district.

James Kelly, 1017 Salado Oaks Drive, said that he enjoys there being open pasture behind his home and would prefer to see any development in that area be large-lot tracts.

Randy Bingham, 3306 Chisholm Trail, thanked the BOA for its vision of growth for the Village.

The Mayor issued the final call for speakers at 7:49 p.m. He closed the public hearing at 7:50 p.m.

6. Hold the second public hearing for the purpose of receiving public comments on the initiation of annexation proceedings of the tracts generally described below:

Hidden Glen Subdivision – Senior Living:

18.71 acres out of 20.017 acres in the Young Williams Survey, Abstract No. 861, Tract 1, Bell County, Texas, located at 251 Mary Lane locally known as Hidden Glen Senior Living.

Administrator Foutz explained the steps and timetable for annexation, which are prescribed by law, including the Municipal Services Plan.

The Mayor opened the public hearing at 7:53 p.m. He called for speakers at 7:54 p.m., issued the second call at 7:54 p.m., and the third and final call at 7:54 p.m. He closed the public hearing at 7:55 p.m.

7. Hold a public hearing for the purpose of receiving public comments and consider zoning and/or rezoning of the tracts generally described below:

Sanctuary Development:

- a. 55.499 +/- acres to PD-MU (Planned Development Mixed Use), generally located at the northeast corner of FM 2268 and I-35 frontage road (Area A).

- b. 197.265 +/- acres PD-MU (Planned Development Mixed Use), generally located at the corner of Salado Oaks Drive and FM 2268, and the 700 block of Royal Street Drive just east of Rose Way Circle (Area B).
- c. 57.985 +/- acres to PD-C (Planned Development Commercial), generally located at the southeast corner of FM 2268 and I-35 frontage road (Area C).
- d. 3.12 +/- acres from HD (Historical District) to PD-C ((Planned Development Commercial), generally located at 714 South Main Street (Area D).

Administrator Foutz explained the proposed zoning/rezoning with respect to the Future Land Use Plan (FLUP), compliance with the Comprehensive Plan, and development regulations. Mitigation has been offered by the developer based on input received at the Planning & Zoning Commission meeting January 12, 2016.

Area A is substantially compliant with FLUP. Proposed mitigation includes a 60' buffer with an opaque fence, trees, or other landscape and hardscape for any commercial buildings on the eastern property boundary of Area A that are adjacent to single family detached homes that were built as of November 25, 2015.

Area B is substantially compliant with FLUP. Proposed mitigation includes a Single Family Detached development, 110' deep along the west side.

Area C is compliant with the FLUP.

Area D rezoning request was withdrawn from application, provided the permitted & conditional uses for HD zoning are not restricted or reduced from those that existed on November 25, 2015. Staff is currently awaiting legal advice.

There was discussion about the proposed zoning and rezoning relating to concept plan, roads, and technical standards.

The Mayor opened the public hearing at 8:22 p.m.

Steve Meler, 619 Baines, urged the BOA to heed the Planning & Zoning Commission recommendation to keep the zoning on the northeast corner in Area A as Single Family.

Hans Fields asked the BOA to not wait until platting to address concerns and to heed the P&Z recommendation.

Bev Turnbo, 349 College Hill Drive, said she opposes changing the zoning of the Historical District property and is glad to learn that the request has been potentially withdrawn.

Bill Kinnison, 1216 Salado Oaks Drive, recommended that the Village not reduce the Historical District and that it should be everyone's goal to preserve the history of the Village.

Richard Paul Thomas, 916 San Juan Road, said that large building and concert halls will not blend with the aesthetics of Salado, and he is concerned that the charm and peace of the Village will change with this development.

Bruce Gordan, 1016 Salado Oaks Drive, said he is concerned that incomplete plans have been received from the developer.

Linda Reynolds asked the board to take more time in establishing zoning for the development.

Helen Staples, 1212 Fairway, said she is concerned about saving the history of Salado.

The Mayor issued the second call for speakers at 8:44 p.m.

Maurice Striegler reminded the BOA members of a packet he distributed at a previous meeting. He expressed his concern about increased traffic on Salado Oaks Drive if the street is used as a thoroughfare into the Sanctuary development.

Darlene Walsh said she is concerned that potential zoning would have a detrimental effect on property values in Area A.

The Mayor issued the second call for speakers at 8:50 p.m.

Judy Fields made a reference to HB HCR 197 and her desire to see Salado maintain its cultural heritage.

Bonnie Smith chose not to speak but issued in writing her opposition to zoning/rezoning in Areas A, B, and D.

Loris Williams chose not to speak but issued in writing her opposition to zoning/rezoning in Areas A and D.

The Mayor issued the final call for speakers at 8:53 p.m. and closed the public hearing at 8:53 p.m.

8. Hold a public hearing for the purpose of receiving public comments and consider zoning and/or rezoning of the tracts generally described below:

18.71 acres out of 20.017 acres in the Young Williams Survey, Abstract No. 861, Tract 1, to PD-MU (Planned Development Mixed Use) for Hidden Glen Senior Living Center located at 251 Mary Lane.

Administrator Foutz Administrator Foutz explained the proposed zoning/rezoning with respect to the Future Land Use Plan (FLUP), compliance with the Comprehensive Plan, and development regulations.

The Mayor opened the public hearing at 9:00 p.m. He issued the first and second calls for speakers.

Linda Reynolds asked about sewer on Santa Rosa.

Brian Sunshine, 926 North Ridge, said there are houses for sale in the area of this development because of flooding.

The Mayor issued the third call for speakers at 9:03 p.m. and closed the public hearing at 9:03 p.m.

VII. Ajourn.

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

Mayor Blancett adjourned the meeting at 9:04 p.m.

Skip Blancett, Mayor

Chrissy Lee, Acting Recorder

Village of Salado, Texas
Board of Aldermen
Special Called Meeting: Update on use of TXDOT Right of Way
Meeting Minutes
6:30 p.m. Monday, January 25, 2016
Municipal Building, 301 N. Stagecoach Road

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

Absent: Alderman Amber Dankert.

Others Present: Kim Foutz, Village Administrator; Rick Kasberg, City Engineer; Bobby Littlefield, Texas Department of Transportation.

The workshop was called to order at 6:30 p.m. by Mayor Blancett.

There was discussion about several aspects of the wastewater improvements layout including TXDOT turnaround time for issuing a utility permit. TXDOT did not commit to a turnaround time but indicated that permits typically take around four to six weeks, in some cases two weeks.

A utility permit is allowed in the right-of-way, in a 7- to 10-foot corridor. Ninety-degree crossings must be bored. It is permissible to cut adjacent driveways and streets. Perpendicular open cuts are permissible prior to resurfacing in these areas.

The sewer lines can be attached to the long bridge as long as the below conditions are met. The utility permit application will be forwarded to another office for evaluation of utilization of the bridge.

- The line cannot be attached to the rail.
- The line cannot be below the bridge.
- The line should be on the downside of the creek.

TXDOT right-of-way on the north is 100' wide; r-o-w to the south narrows to 60'. This is primarily the area where the Village needs to utilize the area on the edge of pavement. TXDOT will not allow any under pavement installations of the wastewater line in Main Street right-of-way even if it is on the edge. The only way the Village can utilize Main Street under pavement is to take ownership of the road, drainage, and bridges. This is called the "turnback program". Mr. Littlefield provided two examples of communities participating in the program, Charter Oak in Temple and University Parks Drive in Waco. Mr. Littlefield indicated that if the Village would accept ownership of Main Street and all of the associated bridges, he would consider increasing the thickness of the currently funded hotmix project so that the road life may be extended to 20 years. Maintenance activities such as cracksealing and chip sealing would still be needed. Mr. Littlefield was asked if TXDOT would consider providing sidewalks and curb and gutter and he indicated "no".

There was discussion about the following topics:

- After the I-35 construction is complete, TXDOT plans to install a thin layer of hotmix overlay. They will try to do some shoulder work in advance to widen the roadway some. The shoulder will be restriped. Littlefield indicated that resurfacing could be delayed for a short time to allow for wastewater line construction.
- The bridge over Campbell's Branch at Main Street and Rock Creek is scheduled to be replaced in 2017. The Salado Creek bridge is structurally sound.
- Turnover of the Salado Creek bridge to the Village would also be required. There is a federal 80/20 match program for bridge replacement. If the Village owned the bridge, it is an 80/10/10% program: 10 percent paid by the Village. The Village could ask the County to pay the 10% on its behalf.
- For Village roads that intersect Main Street, the turning radius will be re-paved with the Main Street hotmix project. Turning radius' are not maintained by TXDOT.

A construction completion date for the wastewater lines on Main Street is projected to be in the late October / early November timeframe.

Mr. Littlefield was asked to get back with the Village regarding what he can offer by this next Saturday which is a Board of Aldermen retreat.

The workshop ended at 8:45 p.m.

Skip Blancett, Mayor

Kim Foutz, Village Administrator

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

2/4/16
Item #4d
Consent Agenda
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DEPT/DIVISION REVIEW: Mary Ann Ray, Village Secretary

ITEM DESCRIPTION: Consider approval of a resolution (R-2016-135) supporting the designation of Salado as a “Cultural District” through the Texas Commission on the Arts.

STAFF RECOMMENDATION: Staff recommends approval.

ITEM SUMMARY AND ANALYSIS: This item was requested by Jill Shipman, president of the Public Arts League of Salado (PALS). A thriving creative sector is an asset to economic development through attracting artists and cultural enterprises to the community; encouraging business and job development; addressing specific needs of a community; establishing tourism destinations; preserving and reusing historic buildings; enhancing property values; and fostering local cultural development. A designation of Cultural District will further enhance Salado’s position as an arts center and destination for tourism.

FISCAL IMPACT: N/A

ATTACHMENTS:

- Resolution R-2016-135



RESOLUTION R-2016-135

A RESOLUTION AUTHORIZING CERTIFICATION OF A CULTURAL DISTRICT FOR AT LEAST TEN (10) YEARS TO BE NAMED “SALADO CULTURAL DISTRICT”

WHEREAS, a cultural district has been designated to assist the district and community to develop a public-private partnership to support said district; and

WHEREAS, Public Art League of Salado has signed a resolution of support for said cultural district; and

WHEREAS, the Texas Commission on the Arts will be petitioned to designate said cultural district,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO, TEXAS:

Section 1

That the Village of Salado endorses the submission of this application and agrees to participate in the development of said cultural district.

Section 2

That the Village of Salado endorses the goal of economic development of said cultural district within the context of preservation and rehabilitation of our historic buildings.

Section 3

That the Village of Salado endorse the goal of tourism development of said cultural district within the context of contributing to the overall visitor development goals of the city.

Section 4

That the Village will appoint a Village official to represent the Village on the governing board of said cultural district.

Section 5

By this action, the Board of Aldermen directs Village staff to actively support and cooperate with the governing board to develop and maintain said cultural district.

Section 6

By this action, the Board of Aldermen requests all residents of the Village, and especially those citizens who own property or businesses within said cultural district, to support, promote, and help maintain activities and events in said district.

Section 7

The Board of Aldermen directs the Mayor to sign and submit each resolution on creation of said cultural district.

APPROVED AND ADOPTED at a regular Board of Aldermen meeting, this 4th day of February, 2016.

Skip Blancett, Mayor

ATTEST:

Mary Ann Ray, Village Secretary

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

2/4/16
Item #4e
Consent Agenda
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DEPT/DIVISION REVIEW: Mary Ann Ray, Village Secretary

ITEM DESCRIPTION: Consider approval of an Order of Election for May 7, 2016, to elect a Mayor and two Alderman positions on the Village of Salado Board of Aldermen.

STAFF RECOMMENDATION: Staff recommends approval.

ITEM SUMMARY AND ANALYSIS: This is the Order of Election for the Village of Salado. We also are required to pass a resolution (Item 4f) to conduct the joint election to be held with Salado ISD and the Salado Public Library District. All elections will be held simultaneously, but the Village is required to issue and sign its own individual Order.

The positions open for election this year are for one (1) Mayor for a full two (2)-year term, and two (2) Aldermen for full, two (2)-terms. The open positions are those held by Mayor Skip Blancett, Alderman Frank Coachman and Alderman Amber Dankert.

The order outlines the key days for the election:

The first day for early voting is April 25, 2016, and the last day for early voting is May 3, 2016. Two 12-hours days are required. Voting dates and times are as follows:

April 25, 2016, 7:30 A.M. to 4:30 P.M.
April 26, 2016, 7:00 A.M. to 7:00 P.M.
April 27, 2016, 7:30 A.M. to 4:30 P.M.
April 28, 2016, 7:30 A.M. to 4:30 P.M.
April 29, 2016, 7:30 A.M. to 4:30 P.M.
May 2, 2016, 7:30 A.M. to 4:30 P.M.
May 3, 2016, 7:00 A.M. to 7:00 P.M.

Early voting takes place at the Salado Civic Center.

Applications for ballots by mail must be received by April 26, 2016. Election Day will be May 7, 2016.

If approved, the order will be signed the Mayor and all Aldermen, then will posted to the message board and website and published in the Salado Village Voice in both English and Spanish.

FISCAL IMPACT: The 2015 shared costs with Salado ISD were \$1,224.33. These funds are available in line item #5244, Election Expenses, for which \$7,000 is budgeted for Fiscal Year 2015-16.

ATTACHMENTS:

Order of Election in English and Spanish

ORDER OF ELECTION

An election is hereby ordered to be held on **May 7, 2016** for the purpose of:

electing one (1) Mayor and two (2) Aldermen for full two-year terms for the Village of Salado

Early voting by personal appearance will be conducted each weekday beginning on **April 25, 2016** and ending on **May 3, 2016**.

Main Early Voting Polling Place

Salado Civic Center
601 North Main
Salado, Texas

Dates and Hours for Early Voting

April 25, 2016,	7:30 A.M. to 4:30 P.M.
April 26, 2016,	7:00 A.M. to 7:00 P.M.
April 27, 2016,	7:30 A.M. to 4:30 P.M.
April 28, 2016,	7:30 A.M. to 4:30 P.M.
April 29, 2016,	7:30 A.M. to 4:30 P.M.
May 2, 2016,	7:30 A.M. to 4:30 P.M.
May 3, 2016,	7:00 A.M. to 7:00 P.M.

Applications for ballot by mail shall be mailed to:

Lyndal Cabaniss, Early Voting Clerk
Salado I.S.D.
P. O. Box 98
Salado, TX 76571

Applications for ballots by mail must be received no later than the close of business on **April 26, 2016**.

Issued this the 4th day of February, 2016.

Skip Blancett, Mayor

Fred Brown, Mayor Pro-Tem

Frank Coachman, Alderman

Amber Preston Dankert, Alderman

David Williams, Alderman

Michael McDougal, Alderman

ORDEN DE ELECCIÓN

Por la presente se ordena que se llevará a cabo una elección el **7 de mayo de 2016** con el propósito de:

elegir a un (1) Alcalde y dos (2) Concejales para mandatos de dos años completos para el Pueblo de Salado

La votación anticipada en persona se llevará a cabo de lunes a viernes comenzando el **25 de abril de 2016** y termina el **3 de mayo de 2016**.

Principal de votación anticipada lugar de votación anticipada

centro cívico de Salado
601 N. Main
Salado, TX

Fechas y horarios de votación

25 de abril 2016, de 7:30 AM a 4:30 PM
26 de abril 2016, de 7:00 AM a 7:00 PM
27 de abril 2016, de 7:30 AM a 4:30 PM
28 de abril 2016, de 7:30 AM a 4:30 PM
29 de abril 2016, de 7:30 AM a 4:30 PM
02 de mayo 2016, de 7:30 AM a 4:30 PM
03 de mayo 2016, de 7:00 AM a 7:00 PM

Las solicitudes para boaletas que se votarán en ausencia por correo deberán enviarse a:

Lyndal Cabaniss, Early Voting Clerk
Salado I.S.D.
P. O. Box 98
Salado, TX 76571-0098

Los solicitudes para boaletas que se votarán en adelantada por correo deberán recibirse para el fin de las horas de negocio el **26 de abril de 2016**.

Emitido este día 4 de febrero, 2016.

Skip Blancett, Alcalde

Fred Brown, Alcalde pro tem

Frank Coachman, Concejel

Amber Preston Dankert, Concejel

David Williams, Concejel

Michael McDougal, Firma del Concejel

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

2/4/16
Item #4f
Consent Agenda
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DEPT/DIVISION REVIEW: Mary Ann Ray, Village Secretary

ITEM DESCRIPTION: Consider approval of a resolution (R-2016-137) calling for a Joint Election on May 7, 2016, with the Salado Independent School District (ISD) Board of Trustees and the Salado Public Library District for the Elections.

STAFF RECOMMENDATION: Staff recommends approval.

ITEM SUMMARY AND ANALYSIS: This is the Resolution calling for a Joint Election between the Village of Salado, the Salado Independent School District Board of Trustees, and the Salado Public Library District for the May 7, 2016 Elections.

Salado holds a Joint Election to share costs and responsibilities between the Village of Salado and Salado ISD for election on May 7. All three entities share one Early Voting location, the Salado Civic Center. Salado ISD and the Village share in the costs of leasing equipment from the Bell County Election Administrator (EA) and paying election staff.

Upon Board approval and Mayor's signature, the Joint Resolution will be conveyed to the Salado Library District Board of Trustees for their consideration. The Salado Independent School District has already signed the Resolution.

FISCAL IMPACT: The 2015 shared costs with Salado ISD were \$1,224.33. These funds are available in line item #5244, Election Expenses, for which \$7,000 is budgeted for Fiscal Year 2015-16.

ATTACHMENTS:

Joint Resolution R-2016-137, signed by the Board President, Salado ISD

RESOLUTION
No. R-2016-137

JOINT RESOLUTION FOR JOINT ELECTION

The Board of Trustees for Salado Independent School District, the Board of Trustees for Salado Public Library District and the Board of Aldermen for the Village of Salado desire to enter into a joint contract for the election on May 7, 2016.

Staffing and share of expense for the election are as follows:

Supplies (to include election notices) for Early and Election Day voting

One (1) M100 Ballot Scanner and one (1) AutoMARK system will be leased from Bell County for **Early and Election Day** voting

Early Voting

One Election Clerk each day for Early Voting

Election Day

One Election Judge and no more than three clerks

One Ballot Board Judge and no more than two clerks

Each organization will be responsible for one-third of staffing and the cost of supplies and equipment for Early Voting and Election Day.

The Election Judge, Alternate Judge, and Election Clerks shall be compensated at the rate of \$9.00 per hour, including training time. Compensable hours shall be determined in accordance with the provisions of the Texas Election Code and other applicable laws.

The Early Voting Clerk or her designee shall be responsible for placing in the Village Voice Newspaper a consolidated Notice of Election for all three subdivisions at the time subscribed by the Texas Election Code.

In the instance that each subdivision uses the same Election Judge, Alternate Judge, Election Deputies and Election Clerks, the Early Voting Clerk or the designee shall send one Writ to each Election personnel designating their duties and reflecting their appointment by each subdivision.

On Election Day, May 7, 2016, the administration office of the SISD, located in the Salado Civic Center, will be the designated Election Office to be open to the public from 7:00AM to 7:00PM. A representative from each subdivision shall hold open the office for four (4) hours each, allowing the office to be opened a total of twelve (12) hours.

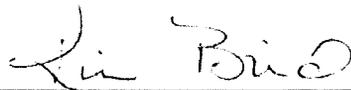
In the event any Entity(ies) cancels its election because of unopposed candidates under Subchapter C of Title 1 of the Texas Election Code, such Entity shall be responsible for its respective share of all election expenses incurred through the date that the election is canceled as allocated to that Entity. SISD shall pay all costs of the election and the Village and Library District shall reimburse the SISD within Sixty (60) days for their respective shares.

Throughout the term of this Agreement, the Entities will engage in ongoing communications concerning the conduct of the Joint Election; and, when necessary, representative of each Entity shall meet to discuss and resolve any problems which might arise regarding the Joint Election.

If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and, Entities to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the Entities to this Agreement as expressed in the terms and provisions of this Agreement.

This Agreement takes effect upon the complete execution of this Agreement by the SISD, Village and Library District. This Agreement shall continue until the Village and District have reimbursed SISD for all election expenses owed. The obligation of Village and Library District to the SISD under this Agreement shall not end until such sum is paid.

INTESTIMONY WHEREOF, this Agreement is executed by:



Signature of Board President, Salado ISD

1-28-16

Date

Signature of Board President, Salado Public Library District

Date

Signature of Mayor, Village of Salado

Date

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

02/04/15
Item #5
Regular Agenda
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DEPT/DIVISION REVIEW: Kim Foutz, Village Administrator

ITEM DESCRIPTION: Presentation, discussion and possible action on a contract for fire protection and emergency services with the Salado Volunteer Fire Department in an amount of \$36,000.00

STAFF RECOMMENDATION: Staff recommends approval.

ITEM SUMMARY AND ANALYSIS: This agreement is an annual contract for services. The proposed agreement is very similar to that of last year's contract except significant changes have been made to the liability, hold harmless, immunity, and indemnification clauses as a result of feedback from the Village's insurance provider, the Texas Municipal League Risk Pool. **Please note that SVFD does not provide fire inspection services, plan review services, or setting of occupancy loads to the Village. Village must secure the fire inspection services and setting of occupancy load by a third party private contractor. Bureau Veritas provides plan view services under their existing contract.**

Services covered by the contract are 24-hour emergency response and on call services including:

- Emergency services: fire suppression, emergency medical, first responder, other emergency service
- Hazardous material incidents or other hazardous conditions
- Motor vehicle accidents
- Emergency medical assistance
- Utility service emergencies
- Other hazardous conditions that may create a situation that may cause immediate death or serious injury.
- Regulation of controlled burning
- Assist with fire prevention programs

FISCAL IMPACT: The annual contract cost is \$36,000. Funds are available in account #5255-2 in the amount of \$36,000.

ATTACHMENTS:

- Proposed Contract
- SVFD Budget and Statistics
- SVFD Insurance

**CONTRACT FOR FIRE PROTECTION AND EMERGENCY SERVICES
BY AND BETWEEN SALADO VOLUNTEER FIRE DEPARTMENT
AND
THE VILLAGE OF SALADO**

This Agreement entered into on the 4th day of February, 2016, by and between the Village of Salado, a Type A municipality incorporated pursuant to the statutes of the State of Texas (the "Village") and the Salado Volunteer Fire Department, an association of individuals providing fire protection services to the Village of Salado and its surroundings (the "Department");

WITNESSETH:

WHEREAS, the Village is a Type A Municipality incorporated pursuant to the Statutes of the State of Texas, and as such is obligated to provide fire protection and emergency services to its citizens; and

WHEREAS, the Department is an established and recognized fire department of an all-volunteer force, which in the past has provided fire protection and emergency services to the Village of Salado and its surroundings, and who are willing to continue to provide such services; and

WHEREAS, the Village is permitted to engage the Department to provide such services in the future to the incorporated Village on a contract basis;

NOW THEREFORE, for and in consideration of the mutual covenants and obligations hereinafter set forth, and for other good and valuable consideration the Village and the Department herein bargain, covenant, and agree with one another as follows:

1. For and in consideration of the covenants on the part of the Village hereinafter set forth, the Department herein agrees to provide fire protection and emergency services (said emergency services to consist of fire suppression, emergency medical, first responder, or other emergency services) to the Village within the Village corporate limits on a 24-hour emergency response and on-call basis daily during the term of this agreement. The Department shall provide emergency response for fires of any classification, hazardous material incidents, motor vehicle accidents, emergency medical assistance, utility service emergencies, or any other hazardous conditions that may create a situation that may cause immediate death or serious injury. In addition, the Department shall assist the Village in the regulation of controlled burning within the incorporated limits, and assist in fire prevention inspections and programs within the Village.
2. The Village will secure fire plan review, inspections, and setting of occupancy loads through a third party private contract. The Department shall be notified of any inspections or matters relating to fire safety in the Village.
3. Inasmuch as the services to be provided are to be with an all-volunteer force, the Department is only obligated to use its best efforts with respect to availability for responses, programs, or assistance. The Department reserves the right to determine if a request for response meets the criteria for emergency service, and is within the response capabilities of the Department. The

Department shall have jurisdiction to call for mutual aid or assistance from other departments, organizations, or entities on behalf of the Village. However, the Department shall at all times utilize its best efforts to provide the fire protection and emergency services contracted for herein.

4. The Department will at all times maintain all necessary licenses, certificates, and training to enable it to provide the services herein contracted for.
5. The Department will at all times maintain the following points of contact or notify the Village immediately if the contact information changes:

Phone: (254) 947-8961
Facsimile: (254) 947-1006
Optional Cell Phone: (254) 760-1937
E-Mail: saladofiredept@yahoo.com

6. The Village agrees to provide the Department with copies of all pertinent ordinances, codes, and laws pertaining to the services to be rendered pursuant to this contract.
7. For and in consideration of the aforesaid services to be provided to the Village by the Department, the Village agrees to pay the Department an annual fee of \$36,000.00, such fee to be paid in one lump sum.
8. The SVFD shall semi-annually account to the Village of Salado for all expenses and receipts, by filing semi-annual reports, one in the month of January of each year for the previous six months and one in the month of July of each year for the previous six months, in a form agreed to by the Village.
9. The term of this agreement shall be for one year commencing January 1, 2016, and ending December 31, 2016. This agreement may be terminated by mutual agreement of the Village and the Department through creation and adoption of a mutual Termination Agreement.
10. Neither the Village nor the Department may waive or limit any grounds or basis of immunity or limitation of immunity or limitation of liability as a political subdivision or as a volunteer or emergency organization (as the case may be), including but not limited to Texas Civil Practice & Remedies Code, Subchapter B. Tort Liability of Governmental Units, Section 101.001, et. seq. The Village makes no representation, warranties, or guarantees pertaining to the Village responsibilities in this Agreement.
11. The Village agrees, to the extent allowed by law, to indemnify and hold harmless the Department and its members, for all claims, losses, damages, cause of action, suits, and liabilities of every kind, due to the activities of itself, its officers, employees, agents, or volunteers performed under this Agreement and which are caused by or result from error, omission, or negligent act of the Village, its officers, employees, agents, or volunteers. This indemnity shall not include claims based upon or arising out of the willful misconduct of the Department or its members.
12. The Department agrees, to the extent allowed by law, to indemnify and hold harmless the Village and its officers, employees, or agents from all claims, losses, damages, causes of action, suits, and liabilities of every kind, due to the activities of the Department or its members performed under

this Agreement and which are caused by or result from error, omission, or negligent act of the Department or its members. The Department shall also hold harmless and indemnify the Village from all expenses, of every kind including but not limited to, court costs, attorney fees which may be incurred by the Village for claims or litigation or otherwise resulting from the activities of the Department or its members arising out of the performance of this Agreement.

13. The Department shall name the Village as an additional insured on all policies of insurance or liability coverage maintained by the Department in a minimum amount as required by the Texas Tort Claims Act, Texas Civil Practice & Remedies Code, Subchapter B. Tort Liability and Governmental Units, Section 101.001, et. seq.
14. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and venue for enforcement shall lie in Bell County, Texas.
15. By entering into this Agreement, the Village does not waive sovereign immunity defenses or any other limitation of liability. No provision of this Agreement is intended to modify or waive any provision of the Texas Tort Claims Act, Texas Civil Practice & Remedies Code, Subchapter B. Tort Liability and Governmental Units, Section 101.001, et. seq.
16. This Agreement is the total and completion integration of any and all understandings existing between the Parties and supersedes any prior oral or written communications, agreements, or promises or representations between them.
17. The provisions of this Agreement are severable and if any provision of this Agreement is held to be invalid for any reason by a court or agency of competent jurisdiction, the remainder of the Agreement will not be affected and this Agreement will be construed as if the invalid provision had never been included.
18. If the Parties desire to amend this Agreement, any modification shall be in writing and approved by the Parties.
19. The undersigned officers or agents of the Parties hereto are the properly authorized officials or agents and have the necessary authority to executive this Agreement on behalf of the Parties.

Signed and executed this _____ day of _____, 2016.

The Salado Volunteer Fire Department:

The Village of Salado:

By _____
Shane Berrier, Chief

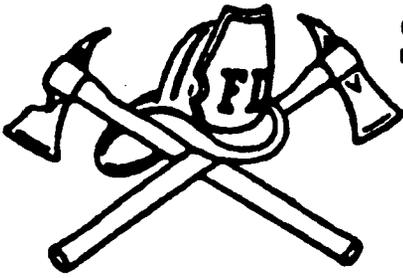
Skip Blancett, Mayor

ATTEST:

ATTEST:

By:

Mary Ann Ray, Village Secretary



Salado Fire Department

P.O. Box 503

Salado, Texas 76571

Tel. 254-947-8961 • Fax 254-947-1006

A Few Expectation's For Salado VFD for the Year 2016

(1)Salado VFD will always be looking forward to another year of providing fire protection, medical first response, and rescue operations in a professional manner to all of the citizens within our fire district and beyond when needed.

(2)Salado VFD will be beginning to send out mail out letters for donations, which we do every two years, with the last one being done in 2014. This helped complete and get the department moved into Station 2. With fortunate enough donations again, we are looking into replacing a chassis on a booster truck that is over 17 years old. We also would like to do some renovating on Station 1. We would be looking at getting new bay doors, insulation, etc. We would look into this with the church's approval.

(3)We will be working really hard on getting funds to replace one of the engines. We have two engines, which are both over 22 years old now. We do finally have a set of specs and narrowed a price down to around \$290,000 for a new 4-door Engine/Pumper. This Engine/Pumper would last another 10–20 years and help with the growth of the area.

(4)The next budget year for the Village the department will be presenting paperwork for possible increase in the contract payment with the Village as in 2015 we responded to 307 calls in the Village which 172 were medical calls, 88 traffic accidents, and 47 fire calls. If you take and divide those calls by the payment of \$36,000 it comes to \$117.26 per call paid for the year of 2015. I would like to see an increase of payment for the department this coming year as our calls and expenses increase.

Shane Berrier

Salado Volunteer Fire Department

Fire Chief

PO Box 503

Salado, Texas 76571

254-947-8961



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/28/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER VFIS of Texas 3420 Executive Center Dr #301 Austin, TX 78731 Gerrie Smith	CONTACT NAME: Gerrie Smith	
	PHONE (A/C, No, Ext): 800-252-9435	FAX (A/C, No): 512-448-9929
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : American Alternative Ins Corp		19720G
INSURER B : Texas Mutual Ins Company DB		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> PHCL GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		VFIS-TR-205927	11/15/2015	11/15/2016	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		VFIS-CM-1056176	11/15/2015	11/15/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 500,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y / N <input type="checkbox"/> N / A	TSF0001102725	01/12/2016	01/12/2017	PER STATUTE	
							OTH-ER	
							E.L. EACH ACCIDENT	\$ 100,000
							E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is Additional Insured on auto and general liability as required by contract.

CERTIFICATE HOLDER Village of Salado P O Box 219 Salado, TX 76571	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Barbara R. Marzian</i>

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

02/04/16
Item #6
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Page 1 of 2

DEPT/DIVISION REVIEW: Kim Foutz, Village Administrator

ITEM DESCRIPTION: Presentation, discussion, and possible action on the appointment of:

- a. Board of Aldermen members to Committees pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards; and
- b. Chairperson and Vice Chairperson of Committees pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards

STAFF RECOMMENDATION: None.

ITEM SUMMARY AND ANALYSIS: At the January 7, 2016, Board of Aldermen meeting, the BOA passed Resolution R-2016-134 establishing a policy for appointment of members to Committees and Advisory Boards, including appointment of Aldermen.

Applicable provisions of the Policy for appointment of Aldermen to Committees include:

- Two Aldermen shall serve on each Committee.
- **Appointments of Aldermen to Committees shall be made annually by the Mayor, subject to confirmation by BOA vote.** On an annual basis, the Mayor may alternate BOA members on various Committees.
- **The Chairperson and Vice Chairperson of Committees will also be appointed** or reappointed annually at the first BOA meeting of June **by the Mayor**, unless an existing policy or resolution sets forth an alternative structure or appointment. Note: Since this is an initial appointment, and appointments are to be performed in June, it is staff's recommendation that the Chair and Vice Chairperson be initially appointed to serve February 1, 2016 to June 1, 2017.

The following Committees need appointment of 2 Board of Aldermen each and also need appointment of the Chairperson and Vice Chairperson:

- Ordinance Committee
- ETJ / Annexation Committee
- Street Improvement Committee
- Wastewater Committee
- Environmental Committee

- Economic Development Committee – Sanctuary Development (Aldermen only)
- Economic Development Committee - Business Growth and Development Committee
- Main Street Committee
- Trail and Parks Committee
- Public Safety / Emergency Management Committee

FISCAL IMPACT: None.

ATTACHMENTS: None

BOARD OF ALDERMEN

AGENDA ITEM MEMORANDUM

2/4/16
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DEPT/DIVISION REVIEW: Mary Ann Ray, Village Secretary

ITEM DESCRIPTION: Discussion and possible action on appointing a member to the Planning and Zoning Commission to fill an expired term.

STAFF RECOMMENDATION: n/a

ITEM SUMMARY AND ANALYSIS: Gerry Reihsen's term on the Planning and Zoning Commission expired January 30, 2016. Mr. Reihsen has served two consecutive terms and therefore is not eligible for reappointment.

Section 2.2 of the Zoning Ordinance provides for five persons to be appointed to the Planning and Zoning Commission by a simple majority vote of the Board of Aldermen. Two alternates also may be selected by the Board of Aldermen. All appointees and alternates must reside within the city limits. Appointees will serve two-year terms; an appointee also may be reappointed for a second two-year term. Members may serve staggered terms. Vacancies on the Commission shall be filled via appointment by a simple majority vote of the Board of Aldermen.

The Village advertised for applications for this board in two issues of the Salado Village Voice and has had a notice posted on the City Hall message board for several weeks. No qualified applicants have emerged.

Below is a summary of current Planning and Zoning Commission members with their respective dates of expiration.

Name	Term Expires
Gerry Reihsen	January 2016
Larry Wolfe	July 2017
Ron Coleman	November 2016
Josh Bratton	April 2016
Merle Stalcup	February 2017

FISCAL IMPACT: n/a

ATTACHMENTS: n/a

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

02/04/16
Item #8
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DEPT/DIVISION REVIEW: Kim Foutz, Village Administrator

ITEM DESCRIPTION: Presentation, discussion, and possible action on the appointment of members to Committees and Advisory Boards pursuant to Resolution R-2016-134, Establishing Committees and Advisory Boards

STAFF RECOMMENDATION: n/a

ITEM SUMMARY AND ANALYSIS: At the January 7, 2016 Board of Aldermen meeting, the BOA passed Resolution R-2016-134 establishing a policy for appointment of members to Committees and Advisory Boards.

The following member positions must be filled by BOA appointment. Note: members representing organizations shall be appointed to serve by their own membership and are not listed below. Also: Aldermen positions are not listed below.

Ordinance Committee – 5 members (eligibility: electorates, property owners, residents)
2 commercial property or business owners
1 At-Large

ETJ / Annexation Committee – 5 members (eligibility: electorates, property owners, business owners, residents)
1 real estate agent
1 technical expert
1 At-Large

Street Improvement Committee – 7 members (eligibility: electorates, property owners, business owners, residents)
1 engineer
2 technical experts
2 At-Large

Wastewater Committee – 5 members (eligibility: electorates, property owners, business owners, residents)
1 engineer
1 At-Large

Environmental Committee – 5 members (eligibility: electorates, property owners, business owners, residents)
3 At-Large

Economic Development Committee / Business Growth and Development Committee – 11 members

(eligibility: open to all)

- 2 retail representatives
- 1 banker or financial advisor
- 1 citizen at-large

Main Street Committee – 7 members (eligibility: electorates, property owners, business owners, residents)

- 1-Main Street property owner
- 2 Main Street business owners
- 1 At-Large

Trail and Parks Committee – 7 members (eligibility: electorates, property owners, residents)

- 1 cyclist
- 3 At-Large

Naming/Renaming Advisory Board – 5 members (no BOA representative); (eligibility: electorates, property owners, residents)

- 2 At-Large

Public Safety / Emergency Management Committee – 7 members (eligibility: electorates, property owners, business owners, residents)

- 2 technical experts
- 1 At-Large

Deer Advisory Board – 5 members (no BOA representative); (eligibility: electorates, property owners, business owners, residents)

- 2 technical experts
- 3 At-Large

The initial resolution provided that the “initial appointment which is anticipated to occur in January 2016, members shall be appointed for seventeen months (January 2016 through May 2017).” Since the terms were changed to two years, these initial appointments may be made for 29 months (17 as per resolution + 12 months for the term change to two years). With this implementation initial terms will end May 2018.

BACKGROUND: Appointments are made pursuant to the process listed below:

- All members of Committees (except Aldermen) and Advisory Boards shall be appointed by the BOA and **must be electorates, property owners, and/or residents of the Village of Salado. When exceptions are warranted such as technical expertise, the reasons shall be so stated in the enabling Resolution.**

- Appointments of citizens to Committees and Advisory Boards are made by the BOA. Members are nominated by the Aldermen and each person so nominated must be approved by a simple majority vote of the BOA.
- Members of Committees and Advisory Boards will be appointed and or reappointed annually at the first BOA meeting of June. Vacancies may be filled at any time of the year as the position becomes available and shall be filled via appointment by a simple majority vote of the BOA.
- Qualified individuals who wish to be considered for service must complete an application and submit it to the Village Secretary's office in the Village Municipal Building. Copies of applications will be provided to Aldermen for consideration. Individuals who have not made application will not be considered. Current members who wish to be reappointed for an additional term must turn in a letter of request indicating willingness to continue service.

FISCAL IMPACT: None.

ATTACHMENTS: None