



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

AGENDA

**6:30 P.M., THURSDAY, MARCH 3, 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
- Chamber of Commerce/Tourism Bureau Report, Executive Director Mary Poche'
- Village Administrator's Report, Kim Foutz

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, February 11, 2016, Workshop Meeting
 - b. Minutes, February 18, 2016, Regular Meeting
 - c. Minutes, February 22, 2016, Special Called Meeting
 - d. Minutes, February 25, 2016, Workshop Meeting
 - e. Consider adopting an Ordinance authorizing amendment to Ordinance 2015.10, amending the budget for the fiscal year beginning October 1, 2015, and ending September 30, 2016, providing for an increase/decrease in revenues/expenditures in multiple funds; finding municipal purposes; authorizing expenditures; providing for a severability clause; and providing for an effective date.

VI. REGULAR SESSION

4. Discussion and possible action on appointments to Committees and Advisory Boards to include:
 - a. Board of Aldermen members
 - b. Citizen members
 - c. Chairmen and Vice Chairmen
5. Discussion and possible action on an appointment to the Planning & Zoning Commission to fill an expired term.

VII. WORKSHOP SESSION

6. Update and discussion on Wastewater Improvements.

VIII. EXECUTIVE SESSION

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 6:00 p.m. on **Monday, February 29, 2016**.

Mary Ann Ray, Village Secretary

Removed from display: _____

POLICE DEPARTMENT

MONTHLY REPORT

February 29, 2016

GOALS / WORK PLAN	UPDATE
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. 91 sections have been completed and pending committee review.
Emergency Operations	<ul style="list-style-type: none"> • The Emergency Operations Plan has been Updated. • The Annexes "A" thru "V" have been updated. • Sample Ordinances and Resolutions have been added. • Need to complete Inter local Agreements with partners who will assist during an emergency • Need to assign someone to serve as Emergency Management Coordinator • Need to assign Annexes • Identify resource list and arrangements for goods and materials necessary during emergency • Pending Committee Review • Training
Develop 5 year action/strategic plan	The construction of a Police Department strategic plan 2014 / 2018 Has been completed. Pending committee review

SPECIAL PROJECTS	
Early Outdoor Warning Systems	Starting to gather information about vendors and types of programs.
Officer Training	1 officer in Field Training Program
SABA Training	Training set for March and April

ACTIVITIES / PERFORMANCE MEASURES	
Calls For Service	194 (97% in city,3% outside city)
BREAKDOWN OF TYPE OF CALLS FOR SERVICE	
Average response time	3:41
Offenses	3
Arrests	1
Motor Vehicle Accidents	3
Alarm Calls	6 (5 residential,1 business, 0 medical)
Citations	14
Warning Citations	10
Violator Contacts	30

Citations Chart (Total 24 Citations)		
Number of Citations	Charge	Location
1	Expired Registration	Stagecoach Road
3	Drove Wrong Way on One-Way	"
1	Use of Wireless Comm Device	300 block Thomas Arnold
1	Expired Registration	Mill Creek Dr.
1	Driving while License Invalid	IH-35
1	Failed to Maintain Financial Resp.	IHJ-35
1	Speeding	West Village
1	Fail to Maintain Single Lane	Stagecoach
1	Fail to Maintain Single Lane	West Village
1	Speeding	Main
3	Defective Equipment	Stagecoach
5	Speeding	Stagecoach
1	Defective Equipment	Main
1	Failed to Maintain Financial Resp.	West Village
1	Expired Registration	Robertson
1	No Driver's License	Stagecoach
CONTINUING PROGRAMS		
House watch	Physically check the house while Citizen is out of town	Positive feedback from citizens



Salado Fire Department

P.O. Box 503

Salado, Texas 76571

Tel. 254-947-8961 • Fax 254-947-1006

In the month of February Salado VFD has responded to the following calls

In the Village

17 - EMS

3 - Fire Calls

6 - MVA

County calls

33 - EMS

7 - Fire

6 - MVA

Shane Berrier

Fire Chief, Salado Vol. Fire Dept.

Salado Chamber of Commerce/Tourism Bureau 2016-2017 ACTION PLAN UPDATE – March 3, 2016

CATEGORY	DESCRIPTION	CURRENT STATUS	EXPECTED OUTCOME
Chamber	Ribbon Cuttings; Mixers	Sadie Junes – February 25 th First State Bank Central Texas – April – date TBD	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; June 1, 2016 – Business Media Package Program	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	Rolled out to Ambassadors on February 18 th ; Feb. 22 Special Program on the Gault Site presented by Dr. Wernecke – head archaeologist on the project; others than Ambassadors invited to the meeting	Ambassador program includes a point system and handbook
Chamber	Annual Banquet	Complete as of January 28, 2016	Gross - \$14,921; Expenses - \$9,004; Net - \$5,843; Exceeded budget by \$1,343
Chamber/Tourism	Website Revamp	Logo designed, working approvals; timeline set for top level navigation, copy and pictures	Goal is to have revamped site up by time construction and Stagecoach Restaurant open ---mid June
Tourism	Salado on the Rocks event	Complete on Feb. 12, 2016	177 people attended (8 were giveaways); (up from 2014 by 8); Gross - \$6750; expenses and net still in process; 3 lodging properties had people stay overnight because they were here for the event
Tourism	Upcoming event	Wildflower Weekend (April 1-3); posters developed and distributed; artists inquiries occurring and preliminary program work ongoing; advertising/marketing in process	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	Tours/meetings	In last month, three tours/reunions have selected Salado for their groups	Word of mouth will spread the message of meeting in Salado is “good”
Chamber/Tourism	Visitor’s Center	Receive and talk with Visitor’s – picking up as weather warms	Supply them with information, directions and a “welcome”
Chamber Tourism	Balance of FY 2016 Marketing Plan	Under review by Chamber/Tourism Board Chair	Ready to present to BOA end of February 2016

Village of Salado, Texas
Board of Aldermen
Minutes
Special Called Meeting and Workshop
6:30 p.m. Thursday, February 11, 2016
Municipal Building, 301 N. Stagecoach Road

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

Members Absent: Alderman Frank Coachman.

Others Present: Kim Foutz, Village Administrator; Mary Ann Ray, Village Secretary.

I. Call to Order.

Mayor Skip Blancett called the meeting to order at 6:35 p.m. James Haney of Salado Church of Christ led the invocation.

II. Regular Session.

1. Presentation, discussion, and possible action on an ordinance authorizing the annexation of the tracts of land 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 Circle.
- c. 58.132 +/- acres generally located at the southeast corner of FM 2268 and I-35 frontage road.

Administrator Foutz recapped the annexation application, including proper notice to property owners, utilities, and other jurisdictions; public hearings and required publications; Municipal Services Plan; and annexation ordinance, Ordinance 2016.01.

Alderman McDougal made a motion to approve Ordinance 2016.01 authorizing the annexation of the tracts of land as presented. Mayor Pro Tempore Brown seconded. The motion carried unanimously (4-0).

2. Presentation, discussion and possible action on an ordinance authorizing the annexation of the tract of land 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 Administrator Foutz recapped the annexation application, including proper notice to property owners, utilities, and other jurisdictions; public hearings and required publications; Municipal Services Plan; and annexation ordinance, Ordinance 2016.02.

There were questions about a private road to the development that does not meet Village standards and drainage issues erroneously attributed to the development.

Mayor Pro Tempore Brown made a motion to approve Ordinance 2016.02 authorizing the annexation of the tract of land as presented. Alderman Williams seconded. The motion carried unanimously.

3. Presentation, discussion, and possible action an ordinance authorizing 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 to 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 outlined the original proposal for zoning and noted that the rezoning request for Area D has been withdrawn. In addition, the acreage involving two cemeteries in Area A were withdrawn. The following buffers must be established: a buffer of single family-detached with a minimum width of 110 feet must run the full length of the western border of Area B; buffers of 60-foot width must be established between existing single-family residences and any commercial development in Area A. She showed a concept plan that includes the buffers. She discussed the Transportation Plan and Trails Plans and how the development fits into those plans. She explained the Planning and Zoning Commission recommended approval of the zoning request for Area C; therefore, a simple majority vote

of the BOA is required to approve the request. However, the P&Z Commission voted to recommend denial for Areas A and B, so the BOA must have a super-majority vote to approve. Issues and options surrounding the use of Salado Oaks Drive as an access thoroughfare into Area B were discussed.

The Mayor called on a citizen who desired to speak on this issue.

Hans Fields, 818 Blaylock Circle, expressed his objection to the rezoning of Areas A and B and said the right for Sanctuary to use of Salado Oaks Drive is in the agreement signed by both parties.

The Mayor asked for a motion on this item. After three requests, the item died for lack of a motion.

4. Presentation, discussion, and possible action on an ordinance authorizing zoning of the tract generally described below:

Hidden Glen -- Senior Living

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 outlined the zoning request and noted that the P&Z Commission recommended approval.

Mayor Pro Tempore Brown made a motion to approve Ordinance 2016.03 authorizing the zoning of the tract of land as presented. Alderman McDougal seconded. The motion carried unanimously.

Mayor Blancett closed the Regular Session at 7:26 p.m. and announced a 10-minute break.

III. Workshop Session.

The Mayor opened the Workshop Session at 7:37 p.m.

5. Discussion on appointments to Committees and Advisory Boards to include;
 - a. Appointment of Board of Aldermen members
 - b. Citizen members
 - c. Chairmen and Vice Chairmen.

Alderman Dankert suggested the Deer Advisory Board be merged with the Environmental Committee, as the deer situation is an environmental issue. There was consensus that this was a good suggestion.

There was discussion about the various Committees/Boards and applicants. It was discussed that the Village still needs applicants to fill all the boards. Tentative lists were formulated and will be discussed further at the next BOA meeting on February 25.

6. Discussion on an appointment to the Planning & Zoning Commission to fill an expired term.

There was discussion about nominating a young, up-and-coming business owner to inject some new vision into the P&Z Commission.

7. Discussion on a land lease for a park or plaza on Main Street.

Administrator Foutz explained that this was brought forth by citizen Merle Stalcup, who has been in contact with the owner of the property located at 221 N. Main St. about converting a portion of the property to a small, pocket park. There was discussion about asking Keep Salado Beautiful to take on the project. This item will be placed on the BOA's next workshop February 25.

IV. Adjourn.

Alderman Williams made a motion to adjourn. Mayor Pro Tempore Brown seconded. The Mayor adjourned the meeting at 8:54 p.m.

Skip Blancett, Mayor

Mary Ann Ray, Village Secretary

Village of Salado, Texas
Board of Aldermen
Minutes
Regular Meeting
6:30 p.m. Thursday, February 18, 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; Dottie Palumbo, Village Attorney; Mary Ann Ray, Village Secretary.

I. Call to Order.

1. Mayor Blancett opened the meeting with prayer.
2. The Mayor led the Pledge of Allegiance and the Texas Pledge of Allegiance.

II. Reports.

Aldermen gave their committee reports. Mayor Pro Tempore Fred Brown reported that the Village has applied to the Texas Parks and Wildlife Department for a grant that would be used to build a 10-foot trail parallel to Main Street. Alderman McDougal announced the crack seal program will start earlier this year than last. In 2015, the Village completed 20 lane-miles of crack seal last year, and plans are to exceed that number this year. He also reported that no I-35 main lane closures are expected in the next two weeks in the Village. Divider panels are being installed.

III. Proclamations / Special Recognition.

None.

IV. Public Comments.

3. King Copeland, P.O. Box 192165, Dallas, Texas 75219, expressed outrage over open meetings violations and the decision to annex the Sanctuary development and provided a written statement for the record (see attached). He also provided a copy of the 2014 Open Meetings Act and copies of two Texas Ethics Commission forms for all members of the Board of Aldermen: Local Government Officer Conflict Disclosure Statement and Personal Financial Statement.

Maurice Striegler, 901 Salado Oaks Drive, asked why he has yet to receive a response to an open records request that was forwarded to the Attorney General for a decision.

Larry Sands, 2300 Indian Trail, commented about Billie Hanks, Jr.'s foresight in envisioning the Sanctuary development.

Debbie Harrison, 231 College Hill, said she believes the Sanctuary development will be good for Salado.

Darlene Walsh, 1110 Mill Creek Drive, commented about spot zoning and preferential treatment and distributed a handout to the BOA members (see attached).

Linda Reynolds, 507 Santa Rosa, pointed out that none of the Aldermen live near the proposed zoning changes. She also addressed the possibility of the Village taking Main Street back from TxDOT and issues that would arise from such a move.

Terry Crowell, 1501 Elizabeth Circle, spoke about an open letter to the BOA he sent and asked it to be entered into the record (see attached).

Randi Bingham, 3306 Chisholm Trail, asked everyone to be the vision for Salado and welcome the growth and economic possibilities the Sanctuary will bring.

V. Consent Agenda.

4. Consider approving the Consent Agenda items:

- a. Minutes, January 30, 2016, Special Called Meeting and Retreat
- b. Minutes, February 4, 2016, Regular Meeting
- c. 1) an amendment to the wastewater treatment plant Operations and Services Agreement with Lawson Water & Wastewater Solutions, Inc., and 2) purchase of testing equipment in an amount not to exceed \$2,000.
- d. A first amendment to an Interlocal Contract between Dallas County Schools d/b/a/ Texserve and the Village of Salado to Enforce and Administer the School Bus Safety/Stop Arm Enforcement Program effective January 4, 2016, increasing the Village's share of monies collected from 12.5 % to 20 %.

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. Presentation, discussion, and possible action on an ordinance creating PDD No. 2, authorizing zoning of 57.985 +/- acres to PDD-C (Planned Development District

Commercial), generally located at the southeast corner of FM 2268 and I-35 frontage road (Area C).

Administrator Foutz gave a brief recap of the annexation and zoning applications process, including the difference between concept plans, construction plans, final plats and developmental site plans.

Mayor Blancett listed several developments that will be built in the area surrounding Salado over the next five years and the need for the Village to protect itself from the encroachment of other communities. He added that Billie Hanks, Jr., agreed to take the 3.12 acres in the Historic District that had been proposed for rezoning to Commercial out of the rezoning proposal. He opened the floor for citizen comments:

Jill Shipman, 711 College Hill, said that Salado has the opportunity to develop a wonderful partnership with the Sanctuary.

Maggie McGraw, 2175 Staghorn Lane, said that she does not want to see the Village pay for infrastructure for new growth and not get anything out of it.

Mark McGraw, 2175 Staghorn Lane, said that he believes development is inevitable and that the Village should have the means in place to control it.

Danney McCort, 406 Royal View, expressed concern about the negative aspects to growth.

James Haney, 501 Santa Rosa, said he realizes Salado needs to grow but wants to see the Village retain its historic identity.

Mayor Blancett closed the floor for citizen comments.

Alderman Coachman made a motion to approve Ordinance 2016.04, PDD No.2, as presented. Alderman McDougal seconded. The motion carried unanimously.

Village Attorney Palumbo pointed out two technical corrections, saying that technical corrections that don't affect the substance of the ordinance can be made at this point. A staff directive in red ink on Page 8 will be removed from Section 4.7(g), and "or residential" will be added to Section 4.4 on Page 7.

Alderman Coachman made motion to strike the red directive from Section 4.7(g) on Page 8 and add "or residential" to Section 4.4 on Page 7. Alderman McDougal seconded. The motion carried unanimously.

6. Presentation, discussion, and possible action on an ordinance creating PDD No. 3, authorizing zoning and rezoning of: 1) 53.922 +/- acres to PDD-MU (Planned Development Mixed Use), generally located at the northeast corner of FM 2268 and I-35 frontage road and identified as Area A, and 2) 197.265 +/- acres to PDD-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 and identified as Area B.

Alderman McDougal made a motion to approve Ordinance 2016.05, PPD No. 3, as presented. Alderman Coachman seconded.

Discussion:

There was discussion about deed restrictions; subsequent purchases of land from the current developer and potential land uses; and excluding certain types of businesses in Mixed Use zoning. Mayor Pro Tempore asked Alderman McDougal's permission to amend the motion on the floor; Alderman McDougal gave permission to amend the motion.

Mayor Pro Tempore Brown made a motion that the entrance to Salado Oaks Drive on the east end shall be gated for emergency access only. Alderman McDougal seconded.

Village Attorney Palumbo pointed out that this language will be added to Section 4.10, Transportation. She also said to remove a similar staff directive technical error on Section 4.8(g) on Page 9 and add "or residential" to Section 4.4 on Page 7.

Alderman Coachman made a motion to strike the staff directive from (g) Page 9 of 25 and add "or residential" to Section 4.4 on Page 7 or 25. Mayor Pro Tempore Brown seconded.

Discussion:

Administrator Foutz explained that all design standards must come before the BOA for approval and will be enforced by the BOA and the property owners' association.

The amendments to the motion carried unanimously.

Alderwoman Dankert expressed her reservations about this zoning request and explained why she will vote against it.

Alderman McDougal made a motion to approve the ordinance with all amendments. Alderman Coachman seconded.

Mayor Blancett said that because the Planning and Zoning Commission voted to recommend denial of this request, the BOA vote must be a supermajority (either 5-0 or 4-1).

The measure was approved by a 4-1 vote. Voting for the measure were Mayor Pro Tempore Brown, Alderman Coachman, Alderman McDougal, and Alderman Williams. Voting against the measure was Alderman Dankert.

VII. Adjourn.

Mayor Pro Tempore Brown made a motion to adjourn. Alderman Coachman seconded.

Mayor Blancett adjourned the meeting at 8:12 p.m.

Skip Blancett, Mayor

Mary Ann Ray, Village Secretary

Village of Salado, Texas
Board of Aldermen
Minutes
Special Called Meeting
8:00 a.m. Monday, February 22, 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.

Absent: Alderman David Williams.

Others Present: Kim Foutz, Village Administrator; Mary Ann Ray, Village Secretary.

I. Call to Order.

Mayor Blancett called the meeting to order at 8:00 a.m.

II. Regular Session.

1. Presentation, discussion, and possible action on Resolution R-2016-138, authorizing the submission of an application for funding through the Killeen-Temple Metropolitan Planning Organization for a Federal Highway Administration Transportation Alternatives Program (FY15/16/17), authorizing Village matching funds and project cost reimbursements through federal funding, to develop trails, landscaping, and safety improvements.

Administrator Foutz reported that the Village has the opportunity compete for a \$200,000 federal Trails grant through the Killeen-Temple Metropolitan Planning Organization. The Village's match would be 20 percent, or \$40,000. There is a possibility that in-kind donations can go toward the Village's match.

The grant would provide for a concrete trail, 10 feet wide, in the area around Pace Park and the northern side of Salado Creek. This project meets the requirements of the Future Trails Plan.

Alderman Coachman made a motion to approve Resolution 2016-138, approving the application for grant funds for an off-road trail along Pace Park along Salado Creek, directing the city administrator to establish a budget not to exceed \$200,000 and authorizing the resolution to reflect matching funds of \$40,000 or less. Alderman Dankert second. The motion carried unanimously.

III. Adjourn.

Mayor Pro Tempore Brown made a motion to adjourn. Alderman McDougal seconded. The motion carried unanimously. The Mayor adjourned the meeting at 8:10 a.m.

Skip Blancett, Mayor

Mary Ann Ray, Secretary

Village of Salado, Texas
Board of Aldermen
Minutes
Regular Workshop Meeting
6:30 p.m. Thursday, February 25, 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.

Absent: Alderman David Williams.

Others Present: Kim Foutz, Village Administrator; Dottie Palumbo, Village Attorney; Mary Ann Ray, Village Secretary.

I. Call to Order.

Mayor Blancett opened the meeting at 6:30 p.m. and conducted a moment of silence.

II. Workshop Session.

1. Discussion on amendments to the Village's Contract for Consulting Services with the Salado Chamber of Commerce as proposed by the Chamber.

Mayor Blancett asked Melanie Kirchmeier, president of the Salado Chamber of Commerce, to address the Board of Aldermen. She reviewed the history of the contract; former Chamber presidents Claire Hartman and Dave Hermann also offered comments. The purpose of the agreement was discussed. There was discussion about the Scope of Work, indemnification/liability and related insurance issues, makeup of the Supervisory Committee, staffing changes, and employee supervision. Additionally, it was discussed that the president-elect of the Chamber of Commerce will sit on the Supervisory Board in an ex officio capacity. Village Attorney Palumbo was charged with working with Chamber leaders to revise the agreement. It was suggested to find examples of similar contracts in other municipalities.

2. Discussion on appointments to Committees and Advisory Boards to include:
 - a. Appointment of Board of Aldermen members
 - b. Citizen members
 - c. Chairmen and Vice Chairmen.

There was discussion on the following appointments to various Committees and Advisory Boards:

- Ordinance Committee: Alderman Williams, Eric Stone, Susan Terry, Larry Roberson, Curt Strong.
- ETJ/Annexation Committee: Alderman McDougal (chair), Alderman Dankert, Bobby Whitson, Cy Long, Claire Horton, Larry Sands.

- Street Improvements Committee: Alderman McDougal (chair), Ted Williams, Larry Roberson, Cy Long, Jay Ritch, Andy Jackson.
- Wastewater Committee: Mayor Pro Tempore Brown (chair), Alderman Williams, Michael Coggin, Larry Roberson, Graydon Hill, Joe Price.
- Environmental Committee: Alderman Dankert, Lewis Raney (chair), Kyle Wright, Michelle Lenis, Joyce Pennington, Kick Micheaux.
- Economic Development Committee: Alderman Coachman (chair), Mayor Pro Tempore Brown, Allie Guenther, Andy Jackson, Kirk Micheaux, Guy Slimp, Merle Stalcup, Eric Stone, Bobby Whitson.
- Main Street Committee: Mayor Pro Tempore Brown (chair), Alderman Coachman, Cathy Sands, Ashley Whitaker, Allie Guenther, Andy Jackson, Melanie Kirchmeier.
- Trails & Parks Committee: Alderman Dankert (chair), Grant Flynn, Bill Kinnison, David Olson, Travis Quicksall, Susan Terry.
- Public Safety Committee: Alderman Dankert, Alderman McDougal, Tommy Wooley (chair), Larry Berrier, Bobby Whitson, Rick Ashe, Shane Berrier.
- Naming Committee: Alderman Coachman, Lynette Reed (chair), Sheryl Russell, Carol Strong, Josie Edwards.

There was discussion about whether a conflict of interest arises if a current peace officer serves on the Public Safety Committee.

3. Discussion on an appointment to the Planning & Zoning Commission to fill an expired term.

There was discussion about appointing K.D. Hill to serve the term on Planning & Zoning recently vacated by Gerry Riehssen. Two additional terms expire this year: Josh Bratton expires in April 2016 and Ron Coleman expires in November 2016. There was discussion about appointing Jim Reed to Mr. Bratton's seat and reappointing Mr. Coleman to another term.

III. Adjourn.

Prior to adjournment, there was discussion about meetings in March. The consensus was to have the Regular Meeting March 3, 2016, and change the March 10, 2016, Regular Workshop to a Special Called Meeting and Workshop to enable the BOA to take action on time-sensitive items. No additional meetings will take place during March.

Mayor Pro Tempore Brown made a motion to adjourn. Alderman McDougal seconded. The Mayor adjourned the meeting at 8:35 p.m.

Skip Blancett, Mayor

Mary Ann Ray, Village Secretary

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

3/3/2016
Item #4e
Consent Agenda
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DEPT/DIVISION REVIEW: Lyndsey Barrett, AP/AR Administrator

ITEM DESCRIPTION: Consider adopting an Ordinance authorizing amendment to Ordinance 2015.10, amending the budget for the fiscal year beginning October 1, 2015, and ending September 30, 2016, providing for an increase/decrease in revenues/expenditures in multiple funds; finding municipal purposes; authorizing expenditures; providing for a severability clause; and providing for an effective date.

STAFF RECOMMENDATION: Staff recommends approval as presented.

ITEM SUMMARY AND ANALYSIS: Since adoption of the budget on October 1, 2015 several initiatives have taken place that impact the General Fund, Hotel/Motel and Chamber Fiduciary budgets. Each of these initiatives were approved by the BOA. Below is a summary of the initiatives and the changes that are outlined in the budget amendment:

GENERAL FUND AMENDMENTS

- The Board approved a part-time maintenance technician at 25 hours per week; and changed the part-time office clerk position to full-time office clerk position at 40 hours per week. (see attachment A)
- Notice was given to the Village by Bill Lawson, current plant operator, that effective 03/01/16 he will no longer be operating the Stagecoach Sewer Plant, but will oversee the existing employee that takes it over. Mr. Lawson's contract was reduced to \$5000.00 and the remainder \$4500 was deducted from the "Due to – Stagecoach WW Plant" line item that was originally budgeted at, \$37,360 and will now be reduced to, \$32,860 to help pay for the additional personnel. (see attachment A)
- Budget amendments to provide funds for **increase in General Fund expenses:** (see attachment A)
 - P/T Deputy Court Clerk – current budget \$6,500, increase to \$10,292
 - P/T Deputy Court Clerk Benefits – add to budget, \$1,780
 - P/T Deputy Court Clerk Payroll Tax – add to budget, \$113
 - Maintenance-Salary/Wages – current budget \$32,007 increase to \$32,943 (5% step up pay)
 - Maintenance – Benefits – current budget \$7,560, increase to \$7,606
 - Certification Pay for wastewater license – add to budget, \$350
 - P/T Maintenance Worker Hourly – add to budget, \$9,479
 - P/T Maintenance Worker Benefits (TMRS) – add to budget, \$681
 - P/T Maintenance Worker Payroll Tax – add to budget, \$143
 - P/T Admin. Clerk – current budget \$6,500, increase to \$10,292
 - P/T Admin. Clerk Benefits – add to budget, \$1,780
 - P/T Admin. Clerk Payroll Tax – add to budget, \$113

- Budget amendments to **decrease General Fund expenses:** (see attachment A)
 - Salary – Seasonal Labor Streets – current budget \$5,200, decrease to \$0
 - Street Supplies – current budget \$3,700, decrease to \$2,400
 - Utilities – Streets – current budget \$13,000, decrease to \$12,465 (lower elec. rate)
 - Municipal Court Supplies – current budget \$600, decrease to \$145
 - Court Clerk – Benefits – current budget \$4,555, decrease to \$4,080
 - Maintenance – R&M-Building – current budget \$8,500, decrease to \$3,000
 - Municipal Building Utilities – current budget \$6,000, decrease to \$5,465 (lower rate)
 - Insurance (TML) – current budget \$24,000, decrease to \$20,500 (over budgeted expense)
 - Admin. Benefits (S&W/TMRS) – current budget \$24,000, decrease to \$23,525 (broke out benefits for P/T Admin. Clerk)
 - Police Department Utilities – current budget \$7,520, decrease to \$6,990 (lower elec. rate)

HOTEL/MOTEL FUND AMENDMENTS

- At the Bureau, a Marketing and Event Manager was approved in lieu of two separate positions. The attached budget amendment includes a salary for this position of \$ 55,000.00. (See attachment B & C)
- In addition, the Bureau converted the current temporary administrative employee to permanent part-time (20 hours) per week with expanded operational duties. It was also recommended that this position receive a \$2.00 per hour increase and a title change to Business Operations Administrator. (20 hours/week @ \$17/hr.) (see attachment B & C)
- Budget amendment for **decrease in Hotel/Motel income:** (see attachment B)
 - Brochure Income – current budget \$6,300, decrease to \$0
- Budget amendment to provide funds for **increase in Hotel/Motel expenses:** (see attachment B)
 - Salary – current budget \$92,025, increase to \$97,458 (see notes on attachment B)
 - Director Bonus Program – add to budget, \$5,000
 - Benefits – current budget \$19,500, increase to \$19,941
- Budget amendments to **decrease Hotel/Motel expenses:** (see attachment B)
 - Village Administration Fee (acct/personnel)– current budget \$3,000, decrease to \$1,000
 - Printing – current budget \$15,000, decrease to \$4,000 (see notes on attachment B)
 - Dues and Subscriptions – current budget \$1,090, decrease to \$500
 - Training & Travel – current budget \$4,600, decrease to \$2,000
 - Contracted Events – current budget \$10,000, decrease to \$8,000
 - Public Relations – current budget \$77,995, decrease to \$73,315
 - Trade Shows – current budget \$3,000, decrease to \$2000
- Budget amendments for **increase in Chamber Fiduciary Fund income:** (see attachment C)
 - Brochure Income – current budget \$0, increase to \$6,300
 - Midnight Madness Other – current budget \$0, increase to \$900
- Budget amendments to provide funds for **increase in Chamber Fiduciary expenses:** (attachment C)
 - Salary – current budget \$33,025, increase to \$35,270 (see notes on attachment C)
 - Printing and Copying – add to budget, \$8,000
 - Ambassador – add to budget, \$100
 - Advertising – add to budget, \$100
- Budget amendments to **decrease Chamber Fiduciary Fund expenses:** (see attachment C)
 - Training & Travel – current budget \$1,400, decrease to \$300
 - Professional Fees – Legal Fees – current budget \$750, decrease to \$250
 - Director Expense – current budget \$200, decrease to \$0

- Liability Insurance – current budget \$1,700, decrease to \$1,100
- Art Fair Advertising – current budget \$2,100, decrease to \$1,900
- Wildflower Advertising – current budget \$3,100, decrease to \$2,900
- Pub Crawl Expense – Spring – current budget \$6,500, decrease to \$6,000
- Pub Crawl Expense – Fall – current budget \$6,000, decrease to \$5,500
- Midnight Madness – Printing/T shirts – current budget \$1,500, decrease to \$1,250
- Dog Daze of June – current budget \$1,000, decrease to \$800
- Budget amendment to **decrease Stagecoach Sewer Fund income:** (see attachment D)
 - Transfer in From General Fund – current budget \$37,360, decrease to \$32,860
- Budget amendment to **decrease Stagecoach Sewer Fund expenses:** (see attachment D)
 - Contract Labor – current budget \$15,750, decrease to \$11,250

FISCAL IMPACT: Please see attached.

ATTACHMENTS:

- Ordinance 2016.06
- Attachment A - General Fund budget and proposed revised budget
- Attachment B - Hotel Motel Fund budget and proposed revised budget
- Attachment C – Chamber Fiduciary Fund budget and proposed revised budget
- Attachment D – Stagecoach Sewer Fund budget and proposed revised budget

**Ordinance No. 2016.06
Village of Salado
County of Bell
State of Texas
March 3, 2016**

BUDGET ORDINANCE AMENDMENT

AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS AMENDING ORDINANCE NO. 2015.10, THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; PROVIDING FOR AN INCREASE/DECREASE IN REVENUES/EXPENDITURES IN MULTIPLE FUNDS; FINDING MUNICIPAL PURPOSES; AUTHORIZING EXPENDITURES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, by Ordinance No. 2015.10, the Board of Aldermen of the Village of Salado, Texas, adopted its budget for FY 2015-2016; and

WHEREAS, by Ordinance No. 2016.06, the Board of Aldermen of the Village of Salado, Texas, amended the budget for FY 2015-2016; and

WHEREAS, the Board of Aldermen of the Village of Salado (“Board”) seeks to amend and otherwise modify the City’s budget for Fiscal Year 2016; and

WHEREAS, the Village has encountered unforeseen expenditures related to municipal operations, thus necessitating modifications to the Village budget; and

WHEREAS, the Village budget for the 2016 Fiscal Year must be amended due to grave public necessity that would benefit the citizens of the Village; and

WHEREAS, the Board finds that the proposed Budget Amendment is for legitimate municipal purposes, and thus is statutorily authorized by Texas Local Government Code Section 102.010; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the Village has general authority to adopt an ordinance or police regulation that is for the good government, peace or order of the Village, and is necessary or proper for carrying out a power granted by law to the Village; and

WHEREAS, pursuant to Texas Local Government Code Section 101.002, the Board may manage and control the finances of the municipality; and

WHEREAS, the Board finds that it is necessary and proper for the good government, peace or order of the Village to adopt an ordinance amending the current budget.

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

Section 1.

The Board of Aldermen amends Ordinance No. 2015.10, the **budget** for Fiscal Year 2016 as set forth in **Exhibit A, General Fund; Exhibit B, Hotel-Motel Fund; Exhibit C, Chamber Fiduciary Fund; Exhibit D, Stagecoach Sewer Fund**, attached hereto.

Section 2.

A true and correct copy of this ordinance showing the approved budget amendments shall be filed with the Village Secretary and in the office of the County Clerk of Bell County, Texas, as required by Section 102.009 of the Local Government Code. Further, the Village Secretary shall ensure that a true and correct copy of the approved budget amendments is posted on the Village's website.

Section 3.

In the event that any clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the Board of Aldermen of the Village of Salado, Texas declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be unconstitutional, whether there be one or more parts.

Section 4.

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

Section 5.

This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

**PASSED AND APPROVED this, the 3rd day of March 2016, by a vote of
___ (ayes) to ___ (nays) and ___ (abstentions).**

THE VILLAGE OF SALADO, TEXAS:

Mayor Skip Blancett

ATTEST:

Mary Ann Ray, Village Secretary

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
	INCOME				
4425	COURT FINES	\$58,000	\$58,000		
4120	SALES TAX EARNED	\$375,000	\$375,000		
4115	PROPERTY TAXES	\$358,000	\$358,000		
4130	MIXED BEVERAGES	\$8,200	\$8,200		
4160	ELECTRIC FRANCHISE FEE	\$120,000	\$120,000		
4165	TELEPHONE FRANCHISE FEE	\$30,000	\$30,000		
4170	WASTE DISPOSAL FRANCHISE FEE	\$16,000	\$16,000		
4175	CABLE FRANCHISE FEE	\$3,500	\$3,500		
4180	WATER FRANCHISE FEE	\$25,000	\$25,000		
4210	SIGN PERMIT/MISC.	\$800	\$800		
4220	SUBDIVISION	\$0	\$0		
4230	BUILDING PERMIT FEES	\$15,000	\$15,000		
4260	CERTIFICATE OF OCCUPANCY	\$500	\$500		
4270	CONTRACTOR REGISTRATION	\$3,300	\$3,300		
4277	DEVELOPMENT/SUBD FEES	\$27,000	\$27,000		
4428	MUNICIPAL COURT COLLECTIONS	\$6,000	\$6,000		
4705	PACE PARK RENTAL FEE	\$3,000	\$3,000		
4750	TOURISM DEPT. ADMINISTRATION	\$3,000	\$3,000		
4752	LEOSE	\$0	\$0		
4755	CRASH REPORT FEES	\$200	\$200		
4760	SERVICE FEES (BURN)	\$500	\$500		
4775	INSURANCE CLAIM INCOME	\$0	\$0		
4778	MAIN STREET FUND DONATIONS	\$0	\$0		
4780	TECHNOLOGY FEE	\$0	\$0		
4785	SECURITY FEE	\$0	\$0		
4750	INTEREST INCOME	\$3,000	\$3,000		
4761	SERVICE FEES (ITINERANT VENDOR)	\$500	\$500		
4790	OTHER INCOME	\$1,000	\$1,000		
	TOTAL INCOME	\$1,057,500	\$1,057,500		
	EXPENSE				
5001	SPECIAL PROJECTS	\$10,000	\$10,000		Changed code from 11000 to 5001
	SPECIAL PROJECTS TOTAL EXPENSE	\$10,000	\$10,000		

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
10000	STREETS DEPT.				
10283	CONTRACT LABOR	\$2,400	\$2,400		
10284	SALARY - SEASONAL LABOR STREETS	\$5,200	\$0	(\$5,200)	Moved to PT maint. man hourly
10285	PAYROLL TAX-SEASONAL	\$200	\$200		Added Code
10300	SUPPLIES	\$3,700	\$2,400	(\$1,300)	
10301	SIGNAGE	\$800	\$800		
10314	AUTO EXPENSE (FUEL)	\$2,200	\$2,200		
10328	STREET R & M (EQUIP REPAIR)	\$2,250	\$2,250		
10340	STREET SUPPLY	\$18,500	\$18,500		Added Code
6645	PUBLIC FACILITY RENTAL (public RR)	\$0	\$0		
10414	UTILITIES - STREETS	\$13,000	\$12,465	(\$535)	Reduced due to lower elec. rate
6670	PACE PARK	\$0	\$0		
	STREETS TOTAL EXPENSE	\$48,250	\$41,215		
8000	PARKS				
8214	PARKS - UTILITIES	\$2,400	\$2,400		
8300	SUPPLIES	\$3,700	\$3,700		
8314	AUTO EXPENSE (FUEL)	\$720	\$720		
8328	PARKS - R & M (EQUIP REPAIR)	\$2,550	\$2,550		
	PARKS TOTAL EXPENSE	\$9,370	\$9,370		
9000	MUNICIPAL COURT				
9100	JUDGE SERVICES	\$6,000	\$6,000		
9121	MUNICIPAL COURT PAYROLL TAXES	\$400	\$400		
9214	UTILITIES	\$0	\$0		
9216	PROF. FEES - LEGAL, COURT	\$10,000	\$10,000		
9282	TECHNOLOGY FEE	\$0	\$0		
9283	JUDGE EXPENSE	\$150	\$150		
9316	SUPPLIES	\$600	\$145	(\$455)	
9317	SECURITY FEE	\$0	\$0		
9328	MAINTENANCE AND REPAIR	\$1,500	\$1,500		
9421	DUES AND SUBSCRIPTIONS	\$200	\$200		
9436	TRAVEL AND TRAINING	\$1,000	\$1,000		
9150	SALARY MUNICIPAL COURT ADMINIS.	\$20,085	\$20,085		
9160	COURT CLERK - BENEFITS	\$4,555	\$4,080	(\$475)	Broke out benefits for deputy court clerk
9155	DEPUTY COURT CLERK - PT	\$6,500	\$10,292	\$3,792	Annual \$13,000.00

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
	DEPUTY COURT CLERK BENEFITS	\$0	\$1,780	\$1,780	Annual at 1/2 - \$3526.30
	DEPUTY COURT CLERK PAYROLL TAX	\$0	\$113	\$113	Annual at 1/2 - \$193.00
9426	COLLECTIONS/OMNI CONTRACT	\$4,000	\$4,000		Added Code
	MUNICIPAL COURT TOTAL EXPENSE	\$54,990	\$59,745		
7000	FACILITIES/ MISC MAINTENANCE DEPT.				
7329	DEER DISPOSAL FEE	\$0	\$0		
7328	MAINTENANCE- R & M - BUILDING	\$8,500	\$3,000	(\$5,500)	Reduced per Dwaine
7314	MAINTENANCE - FUEL	\$0	\$0		
7121	PAYROLL TAX	\$550	\$550		
7209	CELL PHONE	\$250	\$250		
7214	UTILITIES	\$0	\$0		
7205	UNIFORMS AND BOOTS	\$875	\$875		Added Code
7300	MAINTENANCE - SUPPLIES	\$0	\$0		
7103	MAINTENANCE - OVERTIME	\$1,200	\$1,200		
7100	MAINTENANCE - SALARY/WAGES	\$32,007	\$32,943	\$936	5% step up pay x 7 months/annual \$ 33611.76
7110	MAINTENANCE - BENEFITS	\$7,560	\$7,606	\$46	7 month difference/annual \$ 7642.20
7101	CERTIFICATION PAY	\$0	\$350	\$350	\$50x7=\$350 / Annual \$ 600
7102	P/T MAINTENANCE MAN HOURLY	\$0	\$9,479	\$9,479	\$12.50/hr x 25 hours a week x 7/annual \$16,250
7104	P/T MAINT. BENEFITS (TMRS)	\$0	\$681	\$681	Annual \$1166.75
7105	P/T MAINT. PAYROLL TAX	\$0	\$143	\$143	Annual \$244.63
	MAINTENANCE TOTAL EXPENSE	\$50,942	\$57,077		
5000	GENERAL GOVERNMENT				
5600	CAPITAL OUTLAY				
5601	EQUIPMENT - Information Technology	\$12,000	\$12,000		
	EQUIPMENT - PARKS & STREETS	\$0	\$0		
5603	BUILDING	\$0	\$0		
	CAPITAL OUTLAY TOTAL EXPENSE	\$12,000	\$12,000		
5510	KEEP SALADO BEAUTIFUL	\$1,000	\$1,000		
5105	ALDERMAN COMPENSATION	\$0	\$0		
5505	LEADERSHIP SALADO	\$0	\$0		
5181	MEETING EXPENSE	\$1,100	\$1,100		
5205	BELL CO HEALTH SERVICES CONTRACTS	\$4,876	\$4,876		
5467	INTEREST EXP/BANK FEES	\$250	\$250		
5210	PRINTING EXPENSE	\$750	\$750		

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
5211	TELEPHONE	\$3,300	\$3,300		
5214	UTILITIES	\$6,000	\$5,465	(\$535)	Reduction in rate
5213	EQUIPMENT - LEASED/RENTED	\$4,600	\$4,600		
5215	JANITORIAL	\$4,800	\$4,800		
	SERVICES TOTAL EXPENSE	\$26,676	\$26,141		
5216-1	PROFESS. FEES - PLANNING	\$3,000	\$3,000		
5216-2	PROFESS. FEES - ENGINEERING	\$25,000	\$25,000		
5216-3	PROFESS. FEES - ACCOUNTING	\$15,000	\$15,000		
5216-4	PROFESS. FEES - INSPECTIONS	\$12,000	\$12,000		
5216-5	PROFESS. FEES - LEGAL	\$25,000	\$25,000		
5216-6	PROFESS. FEES - SPECIAL STUDIES	\$8,000	\$8,000		
	PROFESS. FEES TOTAL EXPENSE	\$88,000	\$88,000		
5255	<i>FIRE DEPARTMENT-EXPENSE</i>				
5255-1	BURN FEES	\$500	\$500		
5255-2	CONTRACT	\$36,000	\$36,000		
	FIRE DEPT. TOTAL EXPENSE	\$36,500	\$36,500		
5244	ELECTION EXPENSE	\$7,000	\$7,000		
5250	EMERGENCY OPERATIONS	\$50	\$50		
5286	DISCRETIONARY FUND	\$0	\$0		
5316	OFFICE SUPPLIES	\$3,600	\$3,600		
5318	POSTAGE	\$1,300	\$1,300		
5321	BUILDING SUPPLIES	\$750	\$750		
5328	EQUIPMENT - R/M	\$6,500	\$6,500		
5402	ADVERTISING	\$0	\$0		
5403	WEBSITE	\$5,000	\$5,000		
5415	PUBLIC NOTICES	\$4,000	\$4,000		
5416	INSURANCE (TML property & GL)	\$24,000	\$20,500	(\$3,500)	Annual policy already paid - left over
5421	DUES AND SUBSCRIPTIONS	\$2,200	\$2,200		
5436	TRAINING & TRAVEL	\$4,500	\$4,500		
5209	CELL PHONE	\$0	\$0		
5110	BENEFITS	\$24,000	\$23,525	(\$475)	Broke out benefits for PT Clerk
	GENERAL GOVT EXPENSE	\$82,900	\$78,925		
5452	CODE ENFORCE/HR/BUILDING/DEV				
5452-4	PAYROLL TAX	\$575	\$575		

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
5452-3	BENEFITS	\$8,060	\$8,060		
5452-1	SALARY/WAGES	\$38,750	\$38,750		
5452-7	DUES AND SUBSCRIPTIONS	\$300	\$300		Added Code
5452-5	TRAINING & TRAVEL	\$800	\$800		Added Code
	ENF/HR/BLDG/DEV TOTAL EXPENSE	\$48,485	\$48,485		
5104	ADMINISTRATIVE PT HOURLY WAGES	\$6,500	\$10,292	\$3,792	Annual \$13,000.00
5105	PT CLERK BENEFITS (TMRS,INSURANCE)	\$0	\$1,780	\$1,780	Annual at 1/2 - \$3526.30
5106	PT CLERK PAYROLL TAX	\$0	\$113	\$113	Annual at 1/2 - \$193.00
5102	ADMINISTRATIVE HOURLY WAGES	\$20,085	\$20,085		
5100	ADMINISTRATIVE SALARY	\$125,440	\$125,440		
5103	ADMINISTRATIVE OVERTIME	\$0	\$0		
5121	PAYROLL TAXES	\$8,200	\$8,200		
	ADMIN. WAGES TOTAL EXPENSE	\$160,225	\$165,910		
6000	POLICE DEPARTMENT				
6603	OFFICER EQUIPMENT	\$10,000	\$10,000		
6600	POLICE - CAPITAL OUTLAY	\$5,000	\$5,000		
6455	ANIMAL CONTROL	\$500	\$500		
6103	OFFICERS - OVERTIME	\$3,900	\$3,900		
6106	LONGEVITY & CERTIF. PAY	\$4,500	\$4,500		
6436	TRAINING & TRAVEL	\$0	\$0		
6111	RESERVE OFFICER/CHAPLAIN	\$0	\$0		
6121	PAYROLL TAXES	\$3,240	\$3,240		
6209	CELL PHONES / COMMUNICATIONS	\$6,520	\$6,520		
6214	UTILITIES	\$7,520	\$6,990	(\$530)	Reduction in rate
6215	JANITORIAL	\$1,800	\$1,800		
6301	AMMUNITION	\$1,500	\$1,500		
6302	CRIME PREVENTION SUPPLIES	\$500	\$500		
6314	AUTO EXPENSES (FUEL, ETC)	\$18,000	\$18,000		
6316	SUPPLIES	\$1,700	\$1,700		
6317	EQUIPMENT MAINTENANCE & REPAIR	\$2,500	\$2,500		Added Code
6328	BUILDING R & M	\$0	\$0		
6421	DUES & SUBSCRIPTIONS	\$1,900	\$1,900		
6110	BENEFITS	\$41,370	\$41,370		
6100	SALARY - CHIEF OF POLICE	\$57,963	\$57,963		

GENERAL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES
6101	SALARY/WAGES - OFFICERS	\$156,660	\$156,660		
	TOTAL POLICE DEPARTMENT	\$325,073	\$324,543		
10600	STREETS- CAPITAL OUTLAY	\$61,000	\$61,000		
10650	MAIN STREET IMPROVEMENTS	\$15,000	\$15,000		
	TOTAL STREETS-CAPITAL OUTLAY	\$76,000	\$76,000		
	DUE TO OTHER FUNDS				
98001	DUE TO - STAGECOACH WW PLANT	\$37,360	\$32,860	(\$4,500)	Changed code; reduce \$4,500, Bill Lawson contract
98002	DUE TO - SERIES 2015 BOND FUND	\$183	\$183		Added Code
	TOTAL DUE TO OTHER FUNDS	\$37,543	\$33,043		
	TOTAL EXPENSES	\$1,066,954	\$1,066,954		
	NET INCREASE/DECREASE IN FUND	(\$9,454)	(\$9,454)	\$0	

HOTEL / MOTEL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
	INCOME				
4800	INTEREST INCOME	\$500	\$500		
4710	TROLLEY RENTAL	\$100	\$100		
4700	OTHER INCOME	\$800	\$800		
4902	UTILITY INCOME FROM CHAMBER	\$1,800	\$1,800		
4901	RENT INCOME FROM CHAMBER	\$7,200	\$7,200		
4909	SALADO SWIRL	\$4,000	\$4,000		
4903	Special Events - Other	\$0	\$0		
4904	CHOCOLATE FESTIVAL INCOME	\$5,000	\$5,000		
4905	BROCHURE INCOME	\$6,300	\$0	(\$6,300)	Moved to Fiduciary Fund
4908	SALADO ON THE ROCKS	\$6,500	\$6,500		
4134	COUNTY HOTEL OCCUPANCY TAX	\$9,000	\$9,000		
4135	OCCUPANCY TAX	\$180,000	\$180,000		
	TOTAL INCOME	\$221,200	\$214,900	(\$6,300)	
	EXPENSE				
5000	GENERAL EXPENSE				
5100	SALARY	\$92,025	\$97,458	\$5,433	Exec. Dir. \$65,000, Marketing/Event - \$27,497.60, (\$55,000/2) PT Assist. - \$ 8,840 / Annual \$101,337.60
	DIRECTOR BONUS PROGRAM	\$0	\$5,000	\$5,000	
5110	BENEFITS	\$19,500	\$19,941	\$441	Annual \$20,300
5121	PAYROLL TAXES	\$1,850	\$1,850		Annual \$1,487.40
5490-1	SPECIAL PROJECTS - PALS	\$0	\$0		
5490-2	WAYFINDING SIGNS - I-35 & MAIN	\$5,000	\$5,000		
5498	CONTINGENCY	\$0	\$0		
5495	VILLAGE ADMINISTRATION FEE	\$3,000	\$1,000	(\$2,000)	
5416	INSURANCE	\$950	\$950		
5601	OFFICE EQUIPMENT	\$1,500	\$1,500		
5210	PRINTING	\$15,000	\$4,000	(\$11,000)	Dir. reduced line item by \$3,000. Line item was also reduced another 8,000 and moved to Fid. Fund for brochure printing.
5318	POSTAGE	\$5,000	\$5,000		
5215	JANITORIAL SERVICES	\$1,200	\$1,200		
5328	EQUIPMENT - R&M	\$0	\$0		

HOTEL / MOTEL FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
5328-1	TROLLEY MAINTENANCE	\$1,000	\$1,000		
5421	DUES AND SUBSCRIPTIONS	\$1,090	\$500	(\$590)	
5316	OFFICE SUPPLIES	\$1,600	\$1,600		
5211	TELEPHONE	\$3,000	\$3,000		
5440	VISITOR SERVICES	\$4,400	\$4,400		
5213	RENT				
5213-1	RENT - VISITORS CENTER	\$28,800	\$28,800		
5213-2	RENT/UTIL - PUBLIC RESTROOM	\$5,400	\$5,400		
5214	UTILITIES	\$4,100	\$4,100		
5283	CONTRACT LABOR	\$0	\$0		
5436	TRAINING & TRAVEL	\$4,600	\$2,000	(\$2,600)	
	GENERAL TOTAL EXPENSE	\$199,015	\$193,699		
5450	SPECIAL EVENTS EXPENSE				
5450-1	SALADO SWIRL EVENT	\$3,000	\$3,000		
5450-3	CHOCOLATE FESTIVAL	\$4,000	\$4,000		
5450-2	SALADO ON THE ROCKS	\$4,500	\$4,500		
5450-4	CONTRACTED EVENTS	\$10,000	\$8,000	(\$2,000)	
	SPECIAL EVENTS TOTAL EXPENSE	\$21,500	\$19,500		
5216	PROFESSIONAL FEES				
5216-3	LEGAL FEES	\$0	\$0		
5216-5	ACCOUNTING FEES	\$2,700	\$2,700		
	PROFESSIONAL FEES TOTAL EXPENSE	\$2,700	\$2,700		
5402	ADVERTISING				
5402-1	PUBLIC RELATIONS	\$77,995	\$73,315	(\$4,680)	
5402-2	TRADE SHOWS	\$3,000	\$2,000	(\$1,000)	
5402-3	WEBSITE	\$3,000	\$3,000		
5402-4	MARKETING CONTINUITY	\$5,000	\$5,000		
	ADVERTISING TOTAL EXPENSE	\$88,995	\$83,315		
	TOTAL EXPENSES	\$312,210	\$299,214	(\$12,996)	
	NET INCREASE/DECREASE IN FUND	(\$91,010)	(\$84,314)		\$6,696

CHAMBER FIDUCIARY FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
	INCOME				
4000	CHAMBER INCOME				
4002	Membership Dues	\$35,500	\$35,500		
4006	Electrical Aggregator	\$2,000	\$2,000		
4008	Brochure Income	\$0	\$6,300	\$6,300	Transferred from H/M
4099	Miscellaneous Income	\$200	\$200		
	Total Chamber Income	\$37,700	\$44,000		
	Chamber Event Income				
4020	<i>Annual Banquet Income</i>				
4020-1	Dinner Tickets	\$3,400	\$3,400		
4020-2	Table Sponsorships	\$1,800	\$1,800		
4020-3	Raffle Tickets Sold	\$2,000	\$2,000		
4020-4	Live Auction Income	\$3,500	\$3,500		
4020-5	Annual Banquet Income-Other	\$0	\$0		
	Total Banquet Income	\$10,700	\$10,700		
4022	<i>Art Fair Income</i>				
4022-1	Booth Fees	\$6,000	\$6,000		
4022-2	Concessions	\$500	\$500		
	Total Art Fair Income	\$6,500	\$6,500		
4026	<i>Wildflower Art Show Income</i>				
4026-1	Booth Fee	\$5,000	\$5,000		
4026-2	Edgy Art Show ticket sales	\$700	\$700		
4026-3	Pub Crawl Spring	\$9,500	\$9,500		
4026-4	Wildflower Art Show -other	\$0	\$0		
	Total Wildflower Art Show Income	\$15,200	\$15,200		
4027	<i>Pub Crawl - Fall Income</i>				
4027-1	Pub Crawl - Fall	\$6,000	\$6,000		
	Total Pub Crawl - Fall Income	\$6,000	\$6,000		
4028	<i>Christmas Stroll Income</i>				
4028-1	Christmas Trees for Stroll	\$3,800	\$3,800		
4028-2	Shopping Spree	\$2,100	\$2,100		
4028-3	Christmas Stroll - Other	\$1,000	\$1,000		

CHAMBER FIDUCIARY FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
	Total Christmas Stroll Income	\$6,900	\$6,900		
4024	<i>Golf Tournament Income</i>				
4024-1	Players Fees	\$4,935	\$4,935		
4024-2	Golf Tournament Sponsorship	\$8,100	\$8,100		
4024-4	Ball Drop	\$2,175	\$2,175		
4024-5	Golf Tournament other	\$0	\$0		
4019	Prior Year Income - Golf Tourn.	\$0	\$0		
	Total Golf Tournament Income	\$15,210	\$15,210		
4030	<i>Midnight Madness Income</i>				
4030-1	Sponsorships	\$2,100	\$2,100		
4030-2	Registration fees	\$5,000	\$5,000		
4030-3	Midnight Madness Other	\$0	\$900	\$900	
	Total Midnight Madness Income	\$7,100	\$8,000		change this to \$8,000
4032	<i>Dog Daze of June Income</i>				
4032-1	Dog Daze of June	\$2,000	\$2,000		
	Total Dog Daze of June Income	\$2,000	\$2,000		
45000	Investments				
45030	<i>Interest Income</i>	\$0	0		
	Total Investment Income	\$0	\$0		
4135	Total Income				
	Total Income	\$107,310	\$114,510		
	General Expense				
5121	Salary/Payroll Tax	\$33,025	\$35,270	\$2,245	Marketing Manager - \$27,497.60, PT Assist.- \$8,840 / Annual \$36,873.50
5181	Meeting/Mixer Expense	\$300	\$300		
5210	Printing and Copying	\$0	\$8,000	\$8,000	Moved from H/M budget to cover brochure printing
5211	Telephone, Telecommunications	\$900	\$900		
5212	Storage Rental	\$900	\$900		
5272	Ambassador	\$0	\$100	\$100	add \$100
5274	Scholarship	\$0	\$0		
5282	Bank Charges, Credit Card Fees	\$200	\$200		

CHAMBER FIDUCIARY FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
5316	Office Supplies	\$1,000	\$1,000		
5318	Postage, Mailing Service	\$800	\$800		
5328	Equipment - R & M	\$1,400	\$1,400		
5402	Advertising	\$0	\$100	\$100	Put in \$100
5403	Website	\$1,800	\$1,800		
5410	Property Taxes	\$100	\$100		
5421	Dues and Subscriptions	\$515	\$515		
5436	Training & Travel	\$1,400	\$300	(\$1,100)	reduced to \$300
5499	Reconciliation Discrepancies	\$0	\$0		
	Total General Expense	\$42,340	\$51,685		
5213	<i>Equipment - Leased/Rented</i>				
5213-1	Copier	\$0	\$0		
	Total Equipment - Leased/Rented	\$0	\$0		
5216	Professional Fees				
5216-3	Professional Fees - Auditor	\$1,200	\$1,200		
5216-5	Professional Fees - Legal Fees	\$750	\$250	(\$500)	reduce to \$250
5216-6	Professional Fees - Accounting	\$1,000	\$1,000		
	Professional Fees Total Expense	\$2,950	\$2,450		
	<i>Contract Labor Expense</i>				
5283	Contract Labor	\$0	\$0		
5283-1	Director Expense	\$200	\$0	(\$200)	reduce to \$0
	Contract Labor Total	\$200	\$0		
5416	<i>Insurance</i>				
5416-1	Liability Insurance, D&O	\$1,700	\$1,100	(\$600)	
	Insurance Expense Total	\$1,700	\$1,100		
5480	<i>Annual Banquet Expense</i>				
5480-1	Food Preparation	\$5,850	\$5,850		
5480-2	Raffle Expense	\$350	\$350		
	Banquet Expense Total	\$6,200	\$6,200		
5482	<i>Art Fair Expense</i>				
5482-1	Art Fair Advertising	\$2,100	\$1,900	(\$200)	change this to \$1,900

CHAMBER FIDUCIARY FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
5482-2	Venue expense	\$3,000	\$3,000		
5482-3	Art Fair Posters / T's	\$0	\$0		
5482-4	Waste expense	\$300	\$300		
5482-5	Vendor expense	\$500	\$500		
5483-6	Entertainment	\$400	\$400		
5482-7	Art Fair Expenses-Other	\$300	\$300		
	Art Fair Expense Total	\$6,600	\$6,400		
5484	<i>Golf Tournament Expense</i>				
5484-1	Course Fees	\$4,880	\$4,880		
5484-2	Signage	\$640	\$640		
5484-3	Printing	\$750	\$750		
5484-4	Golf Tournament Other	\$0	\$0		
	Golf Tournament Total Expense	\$6,270	\$6,270		
5486	<i>Wildflower Art Show Expense</i>				
5486-1	Wildflower Advertising	\$3,100	\$2,900	(\$200)	change to \$2,900
	Wildflower Printing	\$0	\$0		
	Wildflower Wine Exp.	\$0	\$0		
	Wildflower Posters/T's	\$0	\$0		
5486-2	Wildflower Vendor Expense/hosp	\$500	\$500		
5486-3	Pub Crawl Expense - Spring	\$6,500	\$6,000	(\$500)	change to \$6,000
5486-4	Edgy Art Show	\$200	\$200		
5486-5	Waste expense	\$1,000	\$1,000		
5486-6	Venue expense	\$1,500	\$1,500		
5486-7	Wildflower Art Show Expense - Other	\$600	\$600		
	Wildflower Art Show Expense Total	\$13,400	\$12,700		
5487	<i>Pub Crawl Expense - Fall Expense</i>				
5487-1	Pub Crawl Expense - Fall	\$6,000	\$5,500	(\$500)	change to \$5,500
	Pub Crawl Expense - Fall	\$6,000	\$5,500		
5491	<i>Midnight Madness</i>				
5491-1	Awards	\$400	\$400		
5491-2	Services	\$800	\$800		
5491-3	Printing/T shirts	\$1,500	\$1,250	(\$250)	

CHAMBER FIDUCIARY FUND

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
5491-4	Midnight Madness - other	\$50	\$50		
	Midnight Madness Total Expense	\$2,750	\$2,500		change to \$2,500
5488	<i>Christmas Stroll Expense</i>				
5488-1	Christmas Stroll Advertising	\$3,900	\$3,900		
5488-2	Christmas lights	\$2,500	\$2,500		
5488-3	Christmas Trees Purchased	\$2,500	\$2,500		
5488-4	Christmas Stroll Expense-Other	\$0	\$0		
	Christmas Stroll Expense Total	\$8,900	\$8,900		
5490	<i>Dog Daze of June Expense</i>				
5490-1	Dog Daze of June	\$1,000	\$800	(\$200)	change to \$800
	Dog Daze of June Expense Total	\$1,000	\$800		
5701	<i>Visitor Center Expenses</i>				
5701-1	Visitor Center Utilities - due to H/M	\$1,800	\$1,800		
5701-2	Visitor Center Rent - due to H/M	\$7,200	\$7,200		
	Visitor Center Total Expense	\$9,000	\$9,000		
	Total Expense	\$107,310	\$113,505		
	NET INCREASE/DECREASE FUND	\$0	\$1,005		

STAGECOACH WASTEWATER TREATMENT PLANT

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
4000	MONTHLY SERVICE FEE	\$16,000	\$16,000		
4001	TAP FEE	\$200	\$200		
4010	SECURITY DEPOSIT	\$300	\$300		
	LATE FEES	\$0	\$0		
	FINES	\$0	\$0		
	OTHER INCOME	\$0	\$0		
9700	TRANSFER IN FROM GENERAL FUND	\$37,360	\$32,860	(\$4,500)	
	TOTAL REVENUES	\$53,860	\$49,360		
	EXPENSE				
5100	<i>PERSONNEL SERVICES</i>				
5101	SALARY	\$0	\$0		
5102	HOURLY	\$0	\$0		
5103	OVERTIME	\$0	\$0		
5106	LONGEVITY	\$0	\$0		
5110	BENEFITS	\$0	\$0		
5121	PAYROLL TAXES	\$0	\$0		
5181	MEETING EXPENSES	\$0	\$0		
5209	CELL PHONE	\$0	\$0		
5210	PRINTING EXPENSE	\$100	\$100		
5211	TELEPHONE	\$0	\$0		
5213	EQUIPMENT-LEASED	\$0	\$0		
5214	<i>UTILITIES</i>				
5214-1	ELECTRIC UTILITIES	\$11,000	\$11,000		
5214-2	GAS UTILITIES	\$0	\$0		
5214-3	WATER/SEWER/GARB.	\$360	\$360		
5216	PROFESSIONAL FEES	\$0	\$0		
5216-1	PROFESS FEES - PLANNING	\$0	\$0		
5216-2	PROFESS FEES - ENGINEERING	\$0	\$0		
5216-3	PROFESS FEES - AUDITOR	\$750	\$750		
5216-4	PROFESS FEES - INSPECTIONS	\$350	\$350		
5216-5	PROFESS FEES - LEGAL	\$500	\$500		

STAGECOACH WASTEWATER TREATMENT PLANT

CODE	ACCOUNT NAME	CURRENT BUDGET FY 15-16	AMENDED BUDGET FY 15-16	DIFFERENCE	NOTES:
5250	EMERGENCY OPERATIONS	\$500	\$500		
5283	CONTRACT LABOR	\$15,750	\$11,250	(\$4,500)	YTD -\$6,250; Lawson Contract \$5,000
5286	START UP	\$0	\$0		
5314	AUTO EXP - FUEL & LUBRICANTS	\$200	\$200		
5316	OFFICE SUPPLIES	\$100	\$100		
5317	CLOTHING & UNIFORMS	\$0	\$0		
5318	POSTAGE	\$200	\$200		
5321	BUILDING SUPPLIES	\$100	\$100		
5322	TESTING	\$7,750	\$7,750		
5323	SLUDGE TESTING	\$0	\$0		
5324	SLUDGE DISPOSAL	\$7,000	\$7,000		
5328	EQUIPMENT REPAIR & MAINT.	\$4,000	\$4,000		
5402	ADVERTISING	\$0	\$0		
5403	WEB SITE	\$0	\$0		
5415	PUBLIC NOTICES	\$150	\$150		
5416	INSURANCE	\$2,000	\$2,000		
5417	AFLAC INSURANCE	\$0	\$0		
5421	DUES AND SUBSCRIPTIONS	\$0	\$0		
5436	TRAVEL AND TRAINING	\$800	\$800		
5452	CODE ENFORCEMENT	\$0	\$0		
5455	PERMITS	\$1,250	\$1,250		
5467	INTEREST	\$0	\$0		
5473	DEPRECIATION EXPENSE	\$0	\$0		
5499	RECONCILIATION DISCREPANCIES	\$0	\$0		
5600	CAPITAL OUTLAY				
5601	EQUIPMENT	\$500	\$500		
5602	LAND (LEASE)	\$0	\$0		
5603	BUILDING	\$0	\$0		
5604	BACKHOE	\$0	\$0		
	CAPITAL RESERVE	\$500	\$500		
	TOTAL EXPENDITURES	\$53,860	\$49,360		
	NET INCOME	\$0	\$0	\$0	

BOARD OF ALDERMAN

AGENDA ITEM MEMORANDUM

3/3/16
Item #4
Regular Agenda
Page 1 of 3

DEPT/DIVISION REVIEW: Kim Foutz, Village Administrator

ITEM DESCRIPTION: Discussion and possible action on appointments to Committees and Advisory Boards to include:

- a. Board of Aldermen members
- b. Citizen members
- c. Chairmen and Vice Chairmen

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. These appointments were subsequently discussed at two workshop meetings.

The following member positions were recommended for approval. Note: members representing organizations shall be appointed to serve by their own membership and are not listed below in all cases.

BOA AND CITIZEN MEMBERS (Items a and b)

Ordinance Committee – 5 members - 4 members plus 1 Aldermen Rep (eligibility: electorates, property owners, residents)

Aldermen representative: Dave Williams

Members: Eric Stone (business owner), Susan Terry (At-Large), Larry Roberson (At-Large), Curt Strong (At-Large)

Note: this committee was to include 2 commercial property or business owners. **The motion will need to include wording that the BOA is approving an exception to Section E (membership) of the Policy on Committees and Advisory Boards.**

ETJ / Annexation Committee – Revised to 7 members - 5 members plus 2 Aldermen Reps); (eligibility: electorates, property owners, business owners, residents)

Aldermen representatives: Amber Dankert, Michael McDougal

Members: B. Whitson (At-Large), Cy Long (At-Large), Larry Sands (real estate agent), Claire Hartman (technical expert), Justin Gaidusek (At-Large)

Street Improvements Committee: Revised to 6 members (5 members plus 1 Aldermen Rep); (eligibility: electorates, property owners, business owners, residents)

Aldermen Representative: Michael McDougal

Members: Ted Williamson (technical expert), Larry Roberson (engineer), Cy Long (At Large), Jay Ritch (At-Large), Andy Jackson (At-Large)

Note: this committee was to include 2 technical experts. **The motion will need to include wording that the BOA is approving an exception to Section E (membership) of the Policy on Committees and Advisory Boards.**

Wastewater Committee – Revised to 6 members -4 members plus 2 Aldermen Reps; (eligibility: electorates, property owners, business owners, residents)

Aldermen Representatives: Fred Brown and Dave Williams

Members: Michael Coggin (engineer), Larry Roberson (engineer/At Large), Graydon Hill (At-Large), Joe Price (At Large), Salado Water Supply Corporation rep

Environmental/Deer Committee – Revised to 6 members - 1 Alderman and 5 members; (eligibility: electorates, property owners, business owners, residents)

Aldermen Representatives: Amber Dankert

Members: Kyle Wright (technical expert), Michelle Lenis (At-Large), Joyce Pennington (At-Large), Kirk Michaux, (At-Large), Lewis Raney (technical expert)

Economic Development Committee / Business Growth and Development Committee – Revised to 12 members (eligibility: open to all)

Aldermen Representatives: Fred Brown and Frank Coachman

Members: Allie Guenter (COC board member), Andy Jackson (At-Large), Kirk Michaux (retail rep), Guy Slimp (retail rep), Merle Stalcup (former banker), Eric Stone (At-Large), Bobby Whitson (At-Large), County Rep, Village Administrator, COC president

Note: this committee was to include 2 Chamber of Commerce board members and 1 At Large member. We have changed the policy to show 2 At-Large members. The motion will need to include wording that the BOA is approving an exception to Section E (membership) of the Policy on Committees and Advisory Boards.

Main Street Committee – 7 members – 2 Aldermen plus 5 members; (eligibility: electorates, property owners, business owners, residents)

Aldermen Representatives: Fred Brown, Frank Coachman

Members: Cathy Sands (business owner), Ashley Whitaker (At-Large), Allie Guenther (business owner), Andy Jackson (At-Large), Melanie Kirchmeier (COC)

Note: this committee was to include 1 property owner. The motion will need to include wording that the BOA is approving an exception to Section E (membership) of the Policy on Committees and Advisor Boards.

Trail and Parks Committee – Revised to 6 members - 1 Alderman plus 5 members; (eligibility: electorates, property owners, residents)

Aldermen Representatives: Amber Dankert

Members: Grant Flynn (cyclist), Bill Kinnison (At-Large), David Olson (At-Large), Travis Quicksall (At-Large), Susan Terry (KSB)

Naming/Renaming Advisory Board – Revised to 6 members – 1 PALS, 1 Historical Society, 1 KSB, 2 At Large (no BOA representative); (eligibility: electorates, property owners, residents)

Aldermen Representatives: Frank Coachman

Members: Sheryl Russell (PALS), Nancy Kelsey (Historical), Carol Strong (At-Large), Lynette Reed (At-Large), KSB appointed member

Public Safety / Emergency Management Committee – Revised to 8 members- 2 Aldermen plus 6 members;
(eligibility: electorates, property owners, business owners, residents)

Aldermen Representatives: Amber Dankert and Michael McDougal

Members: Larry Berrier (technical expert/At-Large), Bobby Whitson (At-Large), Rick Ashe (technical Expert),
Shane Berrier (Fire Chief), Tommy Wooley (technical expert), County Emergency Management rep

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, and original appointment dates were changed, these initial appointments are for 27 months (15 as per proposed revised resolution + 12 months for the term change to two years). With this implementation initial terms will end May 2018. The revisions to the Resolution and Attachment will be considered at the March 10 meeting.

CHAIRMEN APPOINTMENTS BY MAYOR (Item c) – does not require BOA vote/consent

Ordinance Committee: Alderman Dave Williams

ETJ/Annexation Committee: Alderman Michael McDougal

Street Committee: Alderman Michael McDougal

Wastewater Committee: Alderman Fred Brown

Environmental Committee: Lewis Raney

Economic Development Committee: Alderman Frank Coachman

Main Street Committee: Alderman Fred Brown

Trails and Parks Committee: Alderman Amber Dankert

Naming / Renaming Advisory Board: Lynette Reed

Public Safety / Emergency Management Committee: Not named

FISCAL IMPACT: None.

ATTACHMENTS:

- Revised Policy for Committees and Advisory Boards (reflects Item Summary changes and will be considered March 10)
- Revised Exhibit “A” – Existing Advisory Boards, Committees, and Subcommittees Summary (reflects Item Summary changes and will be considered March 10)



POLICY FOR VILLAGE OF SALADO **COMMITTEES AND ADVISORY BOARDS**

PURPOSE

This policy sets forth guidelines for the establishment, membership, scope, term, and conduct of existing and future Board of Aldermen Committees (Committees), and Citizen Advisory Boards (Advisory Boards) appointed by the Village of Salado Board of Aldermen to review and make recommendations on specific issues or interest areas. Requirements for statutorily established Boards and Commissions are not addressed by this policy and are established by ordinance.

BOARDS AND COMMITTEES DEFINED (PERMANENT, STANDING, AD HOC)

Ad Hoc Committee: A committee formed for a specific task or objective, and dissolved after the completion of the task or achievement of the objective.

Standing Committee: Committee with a continued existence formed to do its assigned work on an ongoing basis. Standing committees are subject to sunset.

Permanent Committee: Committee with a permanent existence, formed to do its assigned work on an ongoing basis.

ADVISORY BOARD AND COMMITTEE TYPES

Joint Governmental Committees (Permanent or Standing)

These are committees comprised of representatives from several governmental agencies. Representatives to these committees can be either Salado Board of Aldermen members or Village staff.

Citizen Advisory Boards (Standing or Ad Hoc)

These Boards shall be comprised solely of citizens. A staff liaison will be provided. The primary purpose of advisory boards is to provide judicious advice, from a citizen perspective to the BOA. Advisory Board activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations.

Council/Citizen Committees (Standing or Ad Hoc)

These Committees shall consist of two Board of Aldermen members and citizens. A staff liaison will be provided. Generally, Committees are established to: 1) perform research regarding a particular issue, 2) review and make recommendations to the BOA regarding proposed initiatives, 3) seek public input, and 4) review and make recommendations to the BOA for master plans, ordinances, and programs.

GENERAL GUIDELINES

The following shall apply:

- A. Committees and Advisory Boards shall be established by Resolution of the Board of Aldermen (BOA) in accordance with this policy.
- B. The purpose and scope of a Committee or Advisory Board shall be outlined in its establishing Resolution. (See Advisory Board and Committee types.)
- C. Committees and Advisory Boards shall be designated by resolution as either Permanent, Standing, or Ad Hoc. Ad Hoc Advisory Boards and Committees having a definite termination date may be extended by BOA action. Standing Committees shall be reviewed for sunset in June of each year.
- D. The number of members of a Committee or Advisory Board will consist of ~~an odd~~ number as established by resolution. One to Two Aldermen shall serve on each Committee.
- E. 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 and/or in the motion making the appointment.
- F. Terms of member appointment will be established by resolution. Generally, members will be appointed for two years with the option of reappointment for one additional term of two years. However, it may be necessary to reappoint members more than once based upon a member's technical expertise or position on another Board or Commission.
- G. With the assistance of the Village Secretary, all Committees and Advisory Boards shall determine the applicability of and comply with open meeting and open records laws.
- H. From time to time, Committees and Advisory Boards may hold public meetings and forums to provide the public an opportunity to comment on committee/board initiatives and findings.
- I. Standing Committees shall be reviewed in June of each year for any needed additions, changes or sunset by the BOA. Within this review, Aldermen shall consider whether the work done by committees/boards is duplicative of other committees'/boards' work, and shall consider merging or disbanding committees/ boards as appropriate. This provision shall not prevent such changes at other times of the year.
- J. Each Committee and Advisory Board shall be assigned a staff liaison to provide support, research, technical advice, and organizational assistance.
- K. If any member has a conflict of interest regarding any item on the Committee or Advisory Board's agenda, that member shall refrain from participating in discussion on the item for which a conflict exists.
- L. Meeting dates and times shall be determined by mutual consent of the membership of the Subcommittee and Advisory Board and will be at such intervals as may be necessary to

orderly and properly carry out its purpose.

- M. Meetings shall be held at an established public facility unless tours or research is required in the field.
- N. Each Committee and Advisory Board shall report their activities and recommendations to the BOA during a regularly scheduled BOA meeting. Advisory Board reports shall occur at least quarterly unless otherwise stipulated. Committees shall report their activities and recommendations to the BOA during a regularly scheduled BOA meeting on a monthly basis.
- O. Committees and Advisory Boards are recommending bodies only. Any recommendation of a Board or Committee shall first be placed on a BOA Workshop prior to being placed on a Regular BOA Meeting for final approval or action.

THE APPOINTMENT PROCESS

Appointments are made pursuant to the process listed below:

- A. 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.

Appointments to joint governmental committees shall be made annually by the Mayor subject to confirmation by BOA vote.

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.
- B. Members of Committees and Advisory Boards will be appointed and or reappointed bi-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.
- C. The Chairperson and Vice Chairperson for Advisory Boards shall be appointed by its membership.
- D. The Chairperson and Vice Chairperson of Committees will also be appointed or reappointed bi-annually at the first BOA meeting of June by the Mayor, unless an existing policy or resolution sets forth an alternative structure or appointment.
- E. 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.

F. Members of a Committee or Advisory Board may be removed from office at any time by a simple majority vote of the BOA upon its own motion. Failure to attend three (3) consecutive scheduled meetings shall be deemed as neglect and cause for removal from a Committee or Advisory Board, unless such absences were due to unusual circumstances beyond the member's control such as sickness of the member or someone within the member's immediate family. A vote to remove a member shall be placed on the appropriate agenda as a regular item, and shall be voted upon accordingly.

EXHIBIT "A"
EXISTING ADVISORY BOARDS AND COMMITTEES

EXHIBIT "A" – Revised 2.29.16

EXISTING ADVISORY BOARDS, COMMITTEES & SUBCOMMITTEES SUMMARY

ORDINANCE COMMITTEE –

Membership: This is a five (5) member, standing committee consisting of the following members: Aldermen (21), commercial property or business owners (2), and At-Large (42). All members, except Aldermen, are appointed by the Board of Aldermen and may be electorates, property owners, and/or residents of the Village of Salado. Two additional ex-officio members, including representatives from the Planning and Zoning Commission, may be temporarily appointed by the Committee from time to time, depending on the nature of the proposed ordinance.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Ordinance committee reviews, assists with drafting amendments, and makes recommendations to the BOA on Village of Salado past, present, and future ordinances and governance policies. The Committee may conduct public meetings to seek citizen and stakeholder input.

Reporting: This Committee reports its activities to the BOA on a monthly basis.

Meeting: This Committee meets, at a minimum on a monthly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Administrator

ETJ / ANNEXATION COMMITTEE -

Membership: This is a sevenfive (75) member, standing committee consisting of the following members: Aldermen (2), real estate agent (1), technical expert (1), and At-Large (34). All members, except Aldermen, are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The ETJ/Annexation Committee's role is to advise and provide research for bringing unincorporated property into the corporate limits of the Village of Salado. They provide guidance on the best way for new areas and developments to receive municipal services, such as police and fire protection, street maintenance, garbage collection, water service, and sewer service. The committee will work to establish prudent jurisdictional boundaries, facilitate economic development, foster coordinated land development, and evaluate cost/benefits of land in the ETJ. This Committee will also provide recommendations on policies to attract land into the Village limits.

Reporting: This Committee reports its activities to the BOA on a quarterly basis.

Meeting: This Committee meets, at a minimum, on a quarterly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Administrator

STREET IMPROVEMENT COMMITTEE -

Membership: This is a ~~sixseven~~ (67) member, standing committee consisting of the following members: Aldermen (~~12~~), engineer (1), technical expert (2), and At-Large (~~32~~). All members, except Aldermen, are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Street Improvement Committee shall examine, consider, and recommend any changes, additions, or deletions to the Street Maintenance Plan, the Drainage Plan, and the Transportation Master Plan. In addition the Committee makes recommendations to the BOA regarding the TCCS Manual for street, drainage, and lighting improvements; street profiles; reviews maintenance methods, techniques and materials for streets; reviews and makes recommendations on the annual Streets Capital Improvement Plan and expenditures; and related policy issues.

Reporting: This Committee reports its activities to the BOA on a monthly basis.

Meeting: This Committee meets, at a minimum, on a monthly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Administrator and Public Works Worker

WASTEWATER COMMITTEE

Membership: This is a ~~fivesix~~ (65) member, standing committee consisting of the following members: Aldermen (2), engineer (1), Salado Water Supply Corporation (1), and At-Large (~~24~~). All members, except Aldermen and SWSC, are appointed by the Board of Aldermen. The member representing an organization shall be appointed to serve by its own membership. Members may be electorates, property owners, business owners, and/or residents of the Village of Salado.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The duties of the Wastewater committee are to make recommendations to the Board of Aldermen regarding wastewater ordinance adoption/ revisions/fees; review methods, techniques and materials for on-site sewage treatment and disposal; identify CCN; review Wastewater Capital Improvement Plan and expenditures; and policy issues.

Reporting: This Committee reports its activities to the BOA on a monthly basis.

Meeting: This Committee meets, at a minimum, on a monthly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Administrator

ENVIRONMENTAL COMMITTEE

Membership: This is a sixfive (56) member, standing committee consisting of the following members: Aldermen (12), technical expert (2), and At-Large (3). All members, except Aldermen, are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Environmental Committee informs and advises the BOA and citizens on preserving and improving environmental quality for the benefit of the community. Issues addressed include air quality, hazardous waste, recycling, Salamander, Salado Creek, and all other natural resources. Aldermen members attend Clearwater Underground Water District Board meetings and provide updates to the BOA. The Committee coordinates its activities and recommendations with various state and federal agencies.

The ~~Committee~~ Deer Advisory Board shall also examine, consider, and recommend a plan and any associated tracking system to assist with managing the deer population within the Village City Limits. Attention will be given to ordinances or policies regarding feeding of deer, population control, health and welfare of deer and human populations, and property damage. The ~~Committee~~ Deer Advisory Board will offer a recommended plan to the Board of Aldermen

Reporting: This Committee reports its activities to the BOA on a quarterly basis.

Meeting: This Committee meets, at a minimum, on a quarterly basis, at a time and public place noted in the records of the Village Secretary...

Staff Liaison: Village Administrator

ECONOMIC DEVELOPMENT COMMITTEE – SANCTUARY DEVELOPMENT-

Membership: This is a two (2) member ad hoc committee consisting of the following members: Aldermen (2).

Term: Members appointments expire upon the execution of all contracts with the Sanctuary Development, including the Public Improvement District agreement.

Purpose/Scope: In cooperation with legal counsel, advises and negotiates on behalf of the Board of Aldermen relating to incentives and development standards and associated agreements, including the Public Improvement District agreement, with the Sanctuary Development.

Reporting: This Committee reports its activities to the BOA on an as-needed basis as negotiations occur.

Meeting: This Committee meets as needed when needed.

Staff Liaison: None

ECONOMIC DEVELOPMENT COMMITTEE – BUSINESS GROWTH AND DEVELOPMENT COMMITTEE-

Note: This committee was referenced and designated by Resolution R-2015-119, Economic Development Incentive Policy, Criteria, and Procedure.

Membership: The Business Growth and Development Committee is an ~~twelve~~eleven (12~~1~~) member Standing Committee comprised of the Chamber of Commerce President (1), Chamber of Commerce Board of Directors (2), retail representatives ~~at large~~ (2), a banker or financial advisor (1), a County representative of Salado's District (1), Board of Aldermen representatives (2*), a citizen at-large (2~~1~~), and the Village Administrator (1). The Board of Aldermen appoint the citizen at large. Retail representatives and banker/financial advisor are appointed by the Board of Aldermen, with the recommendation of the Chamber of Commerce Board of Directors. The two members representing organizations shall be appointed to serve by their own membership.

*The Resolution provides for one Aldermen, however prior appointment has been two.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Village/Chamber of Commerce Business Growth and Development Committee / Economic Development Committee serves as the marketing, recruitment, evaluation, negotiation, and recommendation arm for prospective Target Businesses. The Committee will primarily focus its recruitment efforts on a *Top 20 Recruitment List* established, and amended from time to time, by the Committee. This policy does not prevent recruitment of other businesses in the listed Target Industries. A Recruitment Subcommittee will be established and prospective businesses will be encouraged to discuss their proposed projects with the Subcommittee early in the site selection and development stage process.

The Village of Salado Business Growth and Development Committee / Economic Development Committee will evaluate an application to determine if the project meets the requirements for consideration under this policy as well as coordinate with the applicant as it relates to:

- Type of operation
- Eligibility criteria
- Minimum standards
- Minimum thresholds
- The merit and value of the proposed project
- Recommendation for Village incentives to the Board of Aldermen

The Salado Business Growth and Development Committee will forward their findings and recommendations to the Village Administrator. Based on the outcome of the evaluation, the Village Administrator may present the application to the Board of Aldermen for consideration.

Reporting: This Committee reports its activities to the BOA on a bi-monthly basis.

Meeting: This Committee meets, at a minimum, on a bi-monthly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Executive Director of the Bureau

MAIN STREET COMMITTEE AND SUBCOMMITTEE

Membership - Committee: The Main Street Committee is a seven (7) member, standing committee consisting of the following members: Aldermen (2), Chamber of Commerce (1), Main Street property owner (1); Main Street business owner (2); and At-Large (1). At-Large members, are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado. The member representing an organization shall be appointed to serve by their own membership.

Membership – Subcommittee: The Main Street subcommittee is a eleven (11) member, ad hoc committee consisting of the following members: Aldermen (2), real estate agent (1), Chamber of Commerce (2), Chamber of Commerce and Tourism Bureau Executive Director (1), Main Street property owner (2); Main Street business owner (2); and At-Large (1). All members, except Aldermen, are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado.

Term: Standing members are appointed for two year service and may be reappointed for one additional term of two years. Members of the subcommittee are appointed through May 2016.

Purpose/Scope – Committee - Standing: The Main Street Committee’s purpose is to create an attractive, coordinated and quality image of Main Street by capitalizing on and enriching its unique assets and heritage. The committee’s responsibilities include activities and evaluations in all aspects of design that affect Main Street’s image. Such activities include analyzing parking, and making recommendations on capital improvements and related expenses, developing brand, street profile/designs, coordinated landscaping, and pocket parks. The Committee also makes recommendations for grant applications.

Purpose/Scope – Subcommittee - Ad Hoc: The Main Street Subcommittee’s purpose is to study and make recommendations to the Main Street Committee for landscape, streetscape, trails, bike lanes, and street profiles for Main Street that will ultimately be submitted to TXDOT for approval and funding.

Reporting: The Subcommittee reports to the Committee on a monthly basis. The Committee reports its activities to the BOA on a bi-monthly basis.

Meeting: This Subcommittee meets on an on-call basis. This Committee meets, at a minimum, on a bi-monthly basis, at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Administrator

TRAIL AND PARKS COMMITTEE

Membership: This is a ~~seven~~^{seven} (67) member, standing committee consisting of the following members: Aldermen (12), Keep Salado Beautiful (1), a cyclist (1), and At-Large (3). At-Large members and cyclist are appointed by the Board of Aldermen and may be electorates, property owners, and/or residents of the Village of Salado. The member representing an organization shall be appointed to serve by their own membership.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Trail and Parks Committee is to foster the implementation of recommendations contained within the Village of Salado's Hike and Bike Trail Master Plan and further the Village's goals for trail network development in Salado. The Trail committee provides recommendations for: 1) trail maintenance and improvement; 2) standards for Village-approved trail features; 3) conducts examinations of existing trail conditions; 4) assists with identification and preparation of grant applications; 5) conducts public meetings to seek input on plans; and 6) makes recommendations to the BOA on revisions to the Hike and Bike Trail Master Plan.

Reporting: This Committee reports its activities to the BOA on a quarterly basis.

Meeting: This Committee meets on an on-call basis, but no less than quarterly. Meetings are held at a time and public place noted in the records of the Village Secretary

Staff Liaison: Village Administrator

NAMING / RENAMING ADVISORY BOARD

Membership: This is a ~~six~~five (65) member, standing advisory board consisting of the following members: ~~†Aldermen (1),~~ the Salado Historical Society (1), Public Art League of Salado (1), Keep Salado Beautiful (1), and At-Large (2). At-Large members are appointed by the Board of Aldermen and may be electorates, property owners, and/or residents of the Village of Salado. The three members representing organizations shall be appointed to serve by their own membership.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: This Advisory Board shall research and review the request and all its supporting documentation with careful review as it relates to the Naming/Renaming Village Facility, Public Lands, Sites, and Public Streets Policy, shall hold a meeting to receive public input, and shall make a recommendation to the Board of Aldermen. In addition, the Advisory Board will make a recommendation on whether a plaque, marker, or sign should be erected including a specific design and verbiage that should be utilized.

Reporting: This Board reports its activities to the BOA on a semi-annual basis.

Meeting: This Board meets on an on-call basis whenever an application is submitted to the Village Secretary or if the Board of Aldermen has a specific request. Meetings are held at a time and public place noted in the records of the Village Secretary.

Staff Liaison: Village Secretary

PUBLIC SAFETY / EMERGENCY MANAGEMENT COMMITTEE

Membership: This is a ~~eight~~seven (87) member, standing committee consisting of the following members: Aldermen (2), technical expert (2), County Emergency Management or Public Safety Official (1), Fire Chief (1), and At-Large (2+). At-Large members and technical experts are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado. The members representing organizations shall be appointed to serve by their own membership.

Term: Members are appointed for two year service and may be reappointed for one additional term of two years.

Purpose/Scope: The Public Safety Committee shall examine, consider, and recommend any changes, additions, or deletions to the General Orders, Standard Operating Procedures and public safety related ordinances; reviews and makes recommendations regarding the Public Safety Long Range Plan; seeks and prepares emergency management and public safety related grants; reviews and makes recommendations to revise the Emergency Management Plan; monitors staff training; makes recommendations regarding methodologies, scope, and approaches for assessment of the public safety functions; and review of other public safety initiatives. The committee may review criminal justice, Village Court, animal control, fire, and emergency medical safety initiatives.

Reporting: This Committee reports its activities to the BOA on a bi-monthly basis.

Meeting: This Committee meets, at a minimum, on a bi-monthly basis at a time and public place noted in the records of the Village Secretary

Staff Liaison: Police Chief

DEER ADVISORY BOARD

~~**Membership:** This is a five (5) member, ad hoc committee consisting of the following members: technical expert (2) and At-Large (3). All members are appointed by the Board of Aldermen and may be electorates, property owners, business owners, and/or residents of the Village of Salado. The Board of Aldermen will strive to achieve a balance of opinion on the issue when making appointments to this committee.~~

~~**Term:** Membership terms expire upon providing a recommendation and plan to the Board of Aldermen.~~

~~**Purpose/Scope:** The Deer Advisory Board shall examine, consider, and recommend a plan and any associated tracking system to assist with managing the deer population within the Village City Limits. Attention will be given to ordinances or policies regarding feeding of deer, population control, health and welfare of deer and human populations, and property damage. The Deer Advisory Board will offer a recommended plan to the Board of Aldermen~~

~~**Reporting:** This Committee reports its activities to the BOA on a bi-monthly basis.~~

~~**Meeting:** This Committee meets, at a minimum, on a bi-monthly basis at a time and public place~~

noted in the records of the Village Secretary.

BOARD OF ALDERMEN

AGENDA ITEM MEMORANDUM

3/3/16
Item #5
Regular Agenda
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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: This item was discussed in detail at the BOA's February 25, 2016, workshop. At that time, the consensus was to bring forth K.D. Hill for consideration for the seat recently vacated by Gerry Reihsen, whose term expired in January. Ms. Hill is a resident of the Village and business owner. She and her husband own the Barrow Brewing Company, and she has demonstrated a strong interest in the growth and economic development of the Village.

Ms. Hill's term would be from March 2016 to January 2018 because Mr. Reihsen's term expired in January. She would be eligible for reappointment to another term in January 2018.

Section 2.2 of the Zoning Ordinance provides for five persons who must be residents of the Village 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.

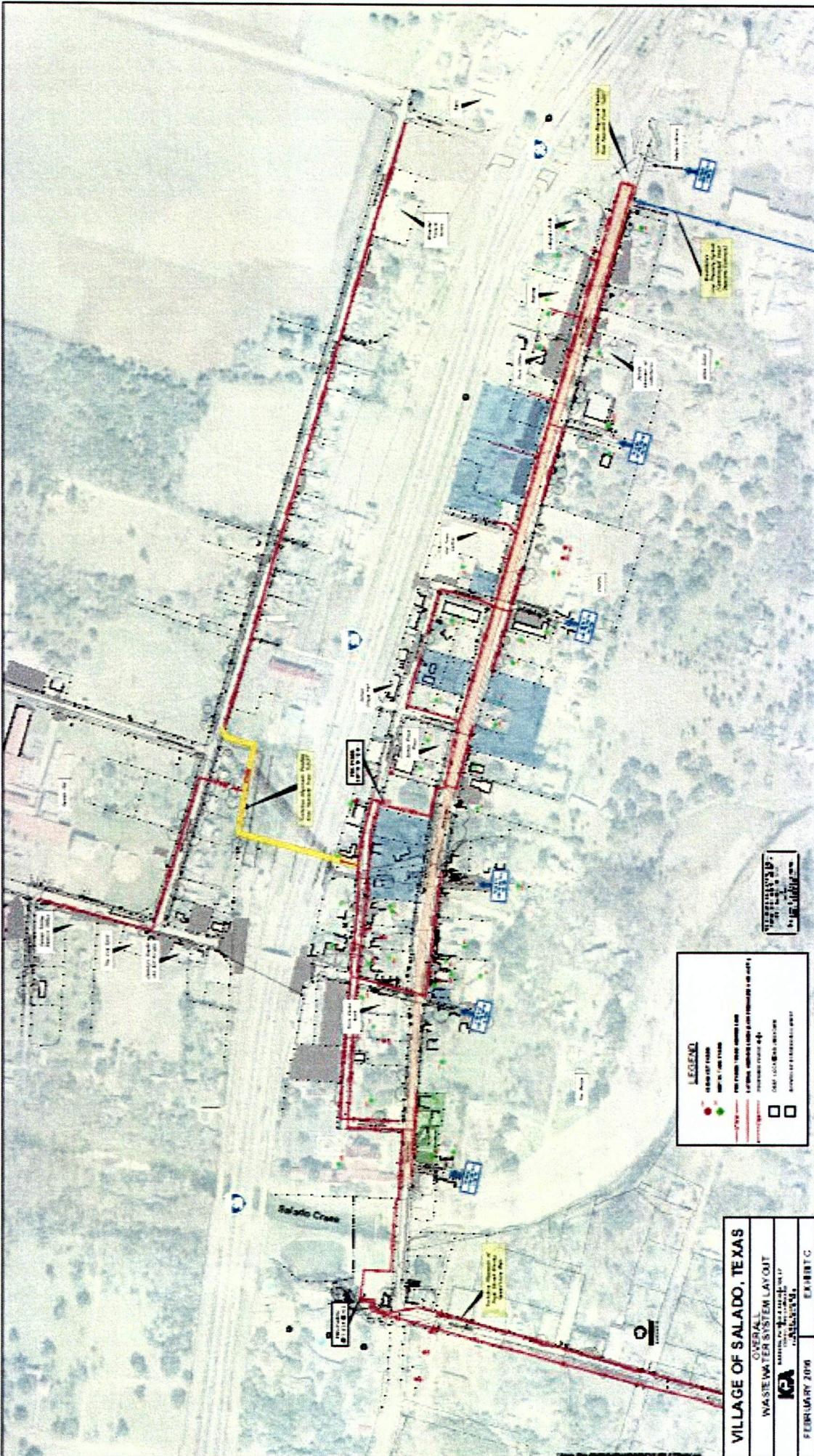
Below is a summary of current Planning and Zoning Commission members with their respective dates of expiration.

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

Curt Doucet, Alternate

FISCAL IMPACT: n/a

ATTACHMENTS: n/a



LEGEND

- SEWER MANHOLE
- SEWER PUMP STATION
- SEWER LINE
- SEWER LINE UNDER CONSTRUCTION
- SEWER LINE TO BE REMOVED
- SEWER LINE TO BE RELOCATED
- SEWER PUMP STATION
- SEWER MANHOLE

VILLAGE OF SALADO, TEXAS
OVERALL WASTEWATER SYSTEM LAYOUT
 FEBRUARY 2016
 EXHIBIT C