

Village of Salado, Texas  
**Board of Aldermen**  
**Minutes**  
**Regular Meeting and Workshop**  
6:30 p.m. Thursday, June 2, 2016  
Municipal Building, 301 N. Stagecoach Road  
Salado, Texas

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

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

**I. Call to Order.**

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

1. Larry Sands opened the meeting with prayer.
2. Eagle Scout candidate Nathan Cahoon led the Pledge of Allegiance and the Texas Pledge of Allegiance.

**II. Proclamations.**

3. Mayor Blancett presentation a proclamation to Mr. Cahoon in recognition of his Eagle Scout Project, which was a rain-fed drip irrigation system for the demonstration garden at the Visitor's Center.

**III. Public Comments.**

4. None.

**IV. Reports.**

**Mayor's Report.**

Mayor Blancett offered congratulations to Mr. Cahoon and expressed sympathy for the families of Fort Hood soldiers who lost their lives in a flooding accident on post. He said the Village will continue to work on the issue of flooding and drainage in the area of Stagecoach Circle. He said representatives from JES Development Company, parent company of Hidden Glen Senior Housing, will be in Salado next week and will consider possible solutions to the drainage issues in that area. One such possible solution is the use of oversized box culverts. He reported that the Board of Aldermen will conduct a strategy workshop at 8 a.m. Saturday, June 4, 2016, which is open to the public. He also said he will deliver a "State of Salado" report at 6:30 p.m. Tuesday, June 14, 2016, at the Civic Center. He invited all to read the Mayor's blog, posted on the Village website.

**Police Department Report.**

Chief Jack Hensley reported that the Public Safety/Emergency Management Committee has completed its review of Chapter 1 of the General Orders and has moved on to Chapter 2, Professional Standards. He addressed various activities of the department and discussed department statistics for the month of May. See attached report.

**Fire Department Report.**

Chief Shane Berrier reported that the fire truck to replace the one that burned has been received and is in use. The other fire truck purchased with grant funds is scheduled to be delivered next week. He discussed department statistics for the month of May. See attached report.

**Chamber of Commerce/Tourism Bureau Report.**

Executive Director Mary Poché reported that 30 vendors have signed on for Dog Daze, which will take place June 18 at the Salado Winery. Coleman Hampton and Liz Patronella are the new staff members at the Central Texas Area Museum and are already working on the Annual Gathering of the Clans and Highland Games, scheduled for November. She reported on activities of the Chamber and Tourism Bureau. See attached report.

**Village Administrator's Report.**

Administrator Foutz discussed the street maintenance program. Volunteers are needed to drive the truck for the crack seal program in the summer while the primary volunteer is on vacation. She said all committees have conducted kickoff meetings and are meeting regularly. The sewer pre-treatment ordinance will be reviewed by the Wastewater Committee, then sent to the Ordinance Committee. All TCEQ permit renewal requirements have been completed; there is a six-month period for review, and renewals should be finalized in December. She reported that she and Village Engineers Rick Kasberg and Jake Blair met with the Texas Historical Commission about the sewer lines through the Historical District. The Commission has requested additional work and testing and requires three digs to make sure there are no antiquities in the sewer line path that would need to be preserved. The Ordinance Committee has a list of potential priorities and will meet Monday to work out the review schedule. A trolley tour for committee members of the TAP Trail alignment was rained out and will be rescheduled. The blower for the Stagecoach Wastewater Treatment Plant has been installed and is working, but the clarifier is still on order. She said the EDA easement acquisition appears favorable.

**V. Consent Agenda.**

5. Consider approving the Consent Agenda items:
  - a. Minutes, May 19, 2016, Regular Meeting
  - b. Minutes, May 26, 2016, Workshop Meeting

*Alderman McDougal made a motion to approve the Consent Agenda as presented. Alderman Coachman seconded. The motion carried unanimously.*

## VI. Regular Agenda.

6. Presentation, discussion, and possible action on an amendment to the Chapter 380 agreement with JES Development Company, Inc., (Hidden Glen).

Administrator Foutz explained the changes to the agreement, most of which are minor in nature. There was discussion on the age and income level of tenants in Hidden Glen.

*Alderman Williams made a motion to approve an amendment to the Chapter 380 agreement with JES Development Company, Inc., as presented. Alderman McDougal seconded.*

### Discussion:

*Alderman Coachman asked to amend the motion to not accept the change from "dwellings" to "duplexes" in Section 2.2g of the agreement. Mayor Pro Tempore Brown seconded the amendment to the motion. The amendment to the motion carried unanimously.*

*The amended motion was then put to a vote and carried unanimously.*

7. Presentation, discussion, and possible action on easement dedications for the Transportation Alternative Program Multi-Modal Trail between the Village of Salado and 1) KD and Graydon Hill dba Barrow Brewing Company, and 2) Clark Lyda dba Stagecoach 1943 LP.

Alderman Dankert explained that the trail alignment has undergone many changes. The Village attorney is looking at agreements for easements drawn up for the Mr. and Mrs. Hill and Mr. Lyda. There are some parking issues at Barrow Brewing Co. The alignment must be finalized within a week or the Village risks losing the grant.

*Mayor Pro Tempore Brown made a motion to approve easement dedications for the Transportation Alternative Program Multi-Modal trail between the Village of Salado and 1) KD and Graydon Hill, dba Barrow Brewing Company, and 2) Clark Lyda, dba Stagecoach 1943 LP, as presented. Alderman McDougal seconded.*

### Discussion:

*Alderman Dankert asked amend the motion to authorize staff to negotiate minor terms as recommended by attorneys or owners. Mayor Pro Tempore Brown seconded the amendment to the motion. The amendment carried unanimously.*

*The amended motion was then put to a vote and carried unanimously.*

8. Presentation, discussion, and possible action on the award of a bid through BuyBoard for the purchase of a either a 2016 Ford Explorer SUV in the amount of \$31,394.55 or a 2016

Ford Interceptor sedan in the amount of \$29,339.57 for the Salado Police Department and authorizing staff to bring forth a budget amendment in the amount of \$10,554.55 for the Explorer or \$8,489.57 for the Interceptor, to include \$650 for installation of graphics for the vehicle and \$300 for the computer mount.

Administrator Foutz said that because this item was bid through BuyBoard, a purchasing cooperative used by municipalities, the vehicles have already been bid by the cooperative. The BOA will not see the other bids. There was discussion about the age and mileage of current Police vehicles. Four options were presented (see attached). There was discussion about the various options for the budget amendment.

*Alderman Coachman made a motion to approve the award of a bid through BuyBoard and utilizing Option 1 for the purchase of a 2016 Ford Explorer SUV in the amount of \$31,394.55 for the Salado Police Department and authorizing staff to bring forth a budget amendment in the amount of \$10,554.55 to include \$650 for installation of graphics for the vehicle and \$300 for the computer mount. The motion carried unanimously.*

The Mayor closed the Regular Session at 8:04 p.m. and called for the Workshop Session to start at 8:15 p.m.

## **VII. Workshop Session.**

The Mayor opened the Workshop Session at 8:13 p.m.

9. Lewis Raney, M.D., chairman of the Environmental/Deer Committee, brought a report of his committee's activities. He gave four possible steps the Village can take in the effort to control the overpopulation of deer:
  - 1) An ordinance to prohibit the feeding of deer. He said this is recommended by most cities that have addressed a deer overpopulation and also is recommended by the Texas Department of Parks and Wildlife.
  - 2) A sterilization program for at least one section of the Village. The doe is shot with a dart that injects a vaccine (PZP) that is 90 percent effective for 12 months at a cost of \$10 to \$15 per doe. There are issues with this method of control: it requires a special dart gun, the availability of the vaccine, a properly qualified shooter, maintaining of identification of deer that have been vaccinated, and recovery of the darts that do not hit the target. The State of Pennsylvania does not allow PZP. One member of the committee property has volunteered to pay for this option for deer that reside on her property.
  - 3) Sharpshooting for certain sections of the Village at \$250 per deer. Alderman Dankert added that the company that provides the sharpshooters carries the liability. The bullets break in impact, so there is little chance for a pass-through bullet striking a citizen or pet. The carcass is then donated to area food banks for the needy.

4) Trapping-Netting-Euthanizing in other parts of the Village. This is done at a cost of at least \$250 per deer. The carcass is then donated to area food banks for the needy.

There also was discussion about disposal of deer carcasses. The Village's policy is that a deer in public right-of-way is the responsibility of the Village, but a deer on private property is the responsibility of the property owner. Often, property owners will drag the carcass to the street for the Village to pick up. One trip to the Temple landfill to dispose of a dead deer costs the Village about \$68. One suggestion is to purchase a walk-in cooler to store carcasses, then make one trip to the landfill a week. Another suggestion is to contact the waste management companies that serve the Village (Eagle Disposal and Al Clawson) about developing a program to handle deer carcasses.

It was decided to send this item back to committee to develop a recommendation, then bring it back to workshop.

The Mayor closed the Workshop Session at 8:50 p.m.

### **VIII. Executive Session.**

The Mayor called for Executive Session at 8:52 p.m. and directed the Chief of Police to clear the building.

10. Conduct an executive session as authorized by Texas Government Code Section 551.087, Economic Development, for the discussion of Chapter 380 and Tourism Marketing Agreements with Stagecoach 1943 Limited Partners for improvements at Stagecoach Inn.
11. Conduct an executive session as authorized by Texas Government Code Section 551.072, Deliberations about Real Property, for the purchase of a site on the west side for a Wastewater Treatment Plant.
12. Conduct an executive session as authorized by Texas Government Code, Section 551.071, Consultation with Attorney, concerning an investigation into possible misconduct by an employee and available legal remedies.

### **IX. Adjourn.**

The Mayor closed the Executive Session at 9:21 p.m. and adjourned the meeting at that time.

  
Mary Ann Ray, Village Secretary

  
Skip Blancett, Mayor



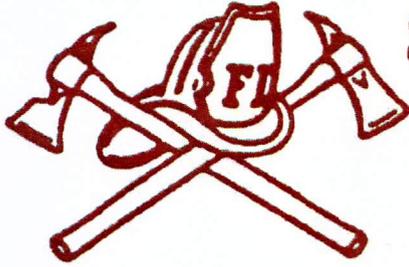
**POLICE DEPARTMENT  
MONTHLY REPORT  
May 31, 2016**

| GOALS / WORK PLAN                    | UPDATE  |
|--------------------------------------|---|
| Update General Orders                | Chapter 1 Administration and Organization has been reviewed by the Public Safety Committee; We are currently reviewing Chapter 2 Professional Standards and Conduct.      |
| Emergency Operations                 | <ul style="list-style-type: none"> <li>• The Committee is reviewing our Plan and Annexes, looking at Inter local agreements and other options for partnerships</li> </ul> |
| 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. Turned over to Public Safety Committee |
| Code Red                      | Citizens need to register cell phones  |
| Bayleigh's bears              | Received bears on May 25 <sup>th</sup> , 2016  |
|                               |  |
|                               |  |
|                               |  |

| ACTIVITIES / PERFORMANCE MEASURES             |   |
|---|---|
| Calls For Service                             | 228 97% in city,3% outside city)        |
| <b>BREAKDOWN OF TYPE OF CALLS FOR SERVICE</b> |   |
| Average response time                         | 3:39                                    |
| Offenses                                      | 2                                       |
| Arrests                                       | 0                                       |
| Motor Vehicle Accidents                       | 7                                       |
| Alarm Calls                                   | 3 (3 residential,0 business, 0 medical) |
| Citations                                     | 13                                      |
| Warning Citations                             | 8                                       |
|   |   |
| Violator Contacts                             | 29                                      |





# Salado Fire Department

P.O. Box 503

Salado, Texas 76571

Tel. 254-947-8961 • Fax 254-947-1006

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

## In the Village

11 - EMS

26 - Fire Calls

10 - MVA

## County calls

30 - EMS

6 - Fire

3 - MVA

Shane Berrier

Fire Chief, Salado Vol. Fire Dept.

## Salado Chamber of Commerce/Tourism Bureau 2016-2017 ACTION PLAN UPDATE – June 2, 2016

| CATEGORY | DESCRIPTION   | CURRENT STATUS   | EXPECTED OUTCOME   |
|----------|---|--|--|
| Chamber  | <ol style="list-style-type: none"> <li>Salado Yoga &amp; Wellness</li> <li>Grand Opening/Ribbon Cutting Barrow Brewing Co.</li> </ol> | <ol style="list-style-type: none"> <li>May 31 – 5:15 p.m.</li> <li>June 4, 2016 Official Grand Opening – Noon – 10PM<br/>Ribbon Cutting occurring at Noon</li> </ol>   | Increase Ambassador and other business attendees to show support; reinforce open communication and Chamber programs  |
| Chamber  | Quarterly Breakfast   | <ol style="list-style-type: none"> <li>Business Media Package Program – June 1, 2016</li> <li>Social Media and Growing Your Business – date TBD</li> <li>Common Causes of Lost Profits: Solutions to Stop the Leaks and Maximize Profits.” - date TBD</li> </ol>                                 | Providing quality programs that can directly impact business growth and profit should support the overall Chamber program and goals  |
| Chamber  | Pocket Music Series   | May 14, 2016<br><ol style="list-style-type: none"> <li>FS Bank (originally 1860 Shop)</li> <li>Barrow Brewing Co. -</li> </ol>   | Provide pleasant experience for visitors-branding the Village<br><ol style="list-style-type: none"> <li>Rained out</li> <li>75 people attended</li> </ol>  |
| Chamber  | Membership Budget & Membership Committee  | Through April 2016 have exceeded budget by \$3,724<br>Membership Committee re-formed with first meeting the first week of May  | Continue to push membership with new program of work and new membership committee; Allie Guenther agreed to be the new chair; working on methods of working together   |
| Chamber  | Event(s)  | <ol style="list-style-type: none"> <li>Dog Daze – June 18<sup>th</sup></li> <li>Salado Swirl – July 8<sup>th</sup></li> <li>Art Fair – August 6-7</li> <li>Golf Tournament – Oct. 6</li> <li>Christmas Stroll</li> <li>4<sup>th</sup> of July Fireworks Celebration – Mill Creek Golf</li> </ol> | <ol style="list-style-type: none"> <li>Committee formed, sponsorships coming in; marketing occurring including posters and print</li> <li>12 businesses interested in participating after getting the word out; lottery held for spots</li> <li>Jury meeting to select vendors continues</li> <li>Committee formed – software chosen to facilitate tournament</li> <li>Committee formed – sponsorship package created; seeking large sponsors</li> </ol> |

**Salado Chamber of Commerce/Tourism Bureau  
2016-2017 ACTION PLAN UPDATE – June 2, 2016**

|                        |   |  |  |
|------------------------|---|--|--|
|                        |   |  | 6. Met with Billy Helm regarding Chamber/Tourism co-marketing and working toward getting Salado Village merchants as vendors |
| <b>Chamber/Tourism</b> | New P/T Employee- Rebecca O'Connell                   | Started on May 23rd  | Training occurring; introduced at Ambassador's meeting; working at system and budget modifications                           |
| <b>Chamber/Tourism</b> | Website Revamp  | Work continues   | Tracking change: soft launch middle to 3 <sup>rd</sup> week of June  |
| <b>Tourism</b>         | Branding Billboard (start of marketing plan roll out) | Contract initiated for a yearly billboard (part of   | Tracking to be up by the end of June   |
| <b>Tourism</b>         | Digital Marketing (start of marketing plan roll out)  | Contract initiated for geo-fenced areas on mobile platforms  | Capture individuals searching for shopping, staying, dining in other communities similar to Salado                           |
| <b>Tourism</b>         | Tourism Venue Plan                                    | Data gathered; set meeting with lodging properties to discuss how to work together and decide how and who to approach; draft plan in the works | Use for direct marketing for tours, meetings etc.  |
| <b>Tourism</b>         | Scottish Festival/Highland Games                      | Met with volunteer marketing expert on ways to work together to facilitate marketing of event and experience of attendees                      | Increase attendance at Festival/Games; solidify Festival/Games staying in Salado   |
| <b>Tourism</b>         | Tour Texas Website                                    | All Salado material and pictures updated; banner ad currently running  | More brand awareness for Salado using the Creativity, Community Culture tagline  |
| <b>Tourism</b>         | Texas Highways  | Summer through Fall 2016 events listed with description; texashighways.com/events – Prairies & Lakes Region                                    | Central repository of next season's events listed with description – expect to have summer travelers access                  |

| CODE | ACCOUNT NAME                   | YTD ACTUAL<br>OCTOBER - APRIL | CURRENT BUDGET<br>FY 15-16 | BUDGET<br>ADJUSTMENTS | DIFFERENCE        | NOTES                            |
|------|--------------------------------|-------------------------------|----------------------------|-----------------------|-------------------|----------------------------------|
| 6000 | <b>POLICE DEPARTMENT</b>       |                               |                            |                       |                   |                                  |
| 6603 | OFFICER EQUIPMENT              | \$2,089                       | \$10,000                   | \$9,645               | (\$355)           |                                  |
| 6600 | POLICE - CAPITAL OUTLAY        | \$0                           | \$5,000                    | \$5,000               | \$0               |                                  |
| 6455 | ANIMAL CONTROL                 | \$273                         | \$500                      | \$400                 | (\$100)           |                                  |
| 6103 | OFFICERS - OVERTIME            | \$6,071                       | \$3,900                    | \$3,900               | \$0               |                                  |
| 6106 | LONGEVITY & CERTIF. PAY        | \$3,078                       | \$4,500                    | \$3,100               | (\$1,400)         |                                  |
| 6121 | PAYROLL TAXES                  | \$1,867                       | \$3,240                    | \$3,240               | \$0               |                                  |
| 6209 | CELL PHONES / COMMUNICATIONS   | \$5,005                       | \$6,520                    | \$6,520               | \$0               |                                  |
| 6214 | UTILITIES                      | \$2,829                       | \$6,990                    | \$5,990               | (\$1,000)         |                                  |
| 6215 | JANITORIAL                     | \$1,050                       | \$1,800                    | \$1,800               | \$0               |                                  |
| 6301 | AMMUNITION                     | \$0                           | \$1,500                    | \$1,000               | (\$500)           |                                  |
| 6302 | CRIME PREVENTION SUPPLIES      | \$0                           | \$500                      | \$0                   | \$0               |                                  |
| 6314 | AUTO EXPENSES (FUEL, ETC)      | \$4,477                       | \$18,000                   | \$18,000              |                   |                                  |
| 6316 | SUPPLIES                       | \$559                         | \$1,700                    | \$1,200               | (\$500)           |                                  |
| 6317 | EQUIPMENT MAINTENANCE & REPAIR | \$629                         | \$2,500                    | \$1,800               | (\$700)           |                                  |
| 6421 | DUES & SUBSCRIPTIONS           | \$481                         | \$1,900                    | \$1,900               | \$0               |                                  |
| 6110 | BENEFITS                       | \$18,881                      | \$41,370                   | \$41,370              | \$0               |                                  |
| 6100 | SALARY - CHIEF OF POLICE       | \$32,472                      | \$57,963                   | \$57,963              | \$0               |                                  |
| 6101 | SALARY/WAGES - OFFICERS        | \$90,992                      | \$156,660                  | \$150,660             | (\$6,000)         | Wait till August to hire officer |
|      | <b>TOTAL POLICE DEPARTMENT</b> | <b>\$170,753</b>              | <b>\$324,543</b>           | <b>\$313,488</b>      | <b>(\$10,555)</b> |                                  |

## OPTION 1 - EXPLORER SUV

**CALDWELL COUNTRY**  
**FORD & CHEVROLET**  
**BUYBOARD BID 430-13**

End User: SALADO PD Caldwell Rep: AARON WILEY  
 Contact: CHIEF JACK HENSLEY Phone/fax: 254-773-8824 / 254-773-8802  
 Phone/email: 254-947-5681/jhensly@saladotx.gov Date: Monday, March 28, 2016  
 Product Description: FORD EXPLORER email: aaron@caldwellcountry.com

A. Bid Series: 104 A. Base Price: **\$ 25,181.00**

**B. Published Options [Itemize each below]**

| Code                           | Options                      | Bid Price | Code | Options                    | Bid Price          |
|--------------------------------|------------------------------|-----------|------|----------------------------|--------------------|
| K8A                            | 2016 PI UTILITY AWD          | \$ 554.00 | 51Y  | DRIVER SIDE SPOT LIGHT     | \$ 204.00          |
|                                | 3.7L FFV V6; 6-SPD AUTOMATIC | INCL      | 17A  | REAR AUX. A/C              | \$ 579.00          |
|                                | A/C & HEAT; AM/FM/CD         | INCL      | 43D  | DARK CAR FEATURE           | \$ 19.00           |
|                                | CRUISE : RUBBER FLOOR        | INCL      | 595  | KEYLESS ENTRY              | \$ 247.00          |
|                                | POWER WINDOWS AND LOCKS      | INCL      | 86P  | FRONT HEADLAMP HOUSING     | \$ 118.00          |
|                                | CLOTH BUCKETS FRONT          | INCL      |      | FOR HIDE-A-WAY LIGHTS      |                    |
|                                | VINYL 2ND ROW SEAT           | INCL      | 86T  | REAR TAILLIGHT HOUSING     | \$ 57.00           |
|                                | REAR VIEW CAMERA             | INCL      |      | FOR HIDE-A-WAY LIGHTS      |                    |
|                                |                              |           | 60A  | GRILL WIRING PACKAGE       | \$ 47.00           |
|                                |                              |           |      | SEVERAL STOCK TO THIS SPEC | NOTE               |
| Total of B. Published Options: |                              |           |      |                            | <b>\$ 1,825.00</b> |

**C. Unpublished Options [Itemize each below, not to exceed 25%]** \$= 16.9 %

| Options                          | Bid Price   | Options                            | Bid Price          |
|----------------------------------|-------------|------------------------------------|--------------------|
| CAP FLEET UPFITTERS              | CAPO10425   | OXFORD WHITE                       | COLOR              |
| SEE ATTACHED QUOTE               | \$ 4,567.55 | ESTIMATED 90-120 DAYS W/ CAP FLEET |                    |
|                                  |             | INSTALLATION                       | DELIVERY           |
|                                  |             |                                    |                    |
|                                  |             |                                    |                    |
| Total of C. Unpublished Options: |             |                                    | <b>\$ 4,567.55</b> |

D. Pre-delivery Inspection: **\$ -**

E. Texas State Inspection: **\$ -**

F. Manufacturer Destination/Delivery: **\$ -**

G. Floor Plan Interest (for in-stock and/or equipped vehicles): **\$ -**

H. Lot Insurance (for in-stock and/or equipped vehicles): **\$ -**

I. Contract Price Adjustment: AUX. REAR A/C DISCOUNT **\$ (579.00)**

J. Additional Delivery Charge: 0 miles **\$ -**

K. Subtotal: **\$ 30,994.55**

L. Quantity Ordered 1 x K = **\$ 30,994.55**

M. Trade in: **\$ -**

N. BUYBOARD FEE PER PURCHASE ORDER **\$ 400.00**

O. TOTAL PURCHASE PRICE WITH BUYBOARD FEE **\$ 31,394.55**