



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

**REGULAR AGENDA**

**6:30 P.M. THURSDAY, AUGUST 6, 2015  
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. REPORTS**

Announcements of community interest. No action will be taken or discussed.

Mayor's report

Police Department Report – Chief Jack Hensley

Fire Department Report – Chief Shane Berrier

Chamber of Commerce and Tourism Bureau Report – Village Administrator Kim Foutz

**III. PROCLAMATIONS**

None.

**IV. 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.

## **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 the discussion is desired by the Board, any item may be removed from the Consent Agenda at the request of any Alderman and will be considered separately.

4. Consider approving the Consent Agenda items:
  - a) Minutes from Regular Workshop July 9, 2015
  - b) Minutes from Called Workshop July 14, 2015
  - c) Minutes from Regular Meeting July 16, 2015
  - d) Minutes from Special Called Meeting, July 27, 2015
  - e) Street paving change order

## **VI. REGULAR AGENDA**

5. Consider and take action on the Construction Plat of Amity Estates Phase II, a ±47.517 acre, 50-lot, residential subdivision, part of a ±177.473 acre tract, 197-lot subdivision, located at/near the southwest corner of Amity Road and FM 1670 in the extraterritorial jurisdiction of Salado.
6. Discussion and possible action on appointing a member to the Planning and Zoning Commission to fill an expired term.
7. Presentation, discussion, and possible action on a Supervisory Board and Chamber of Commerce Board of Directors recommendation to amend the Multiyear Action Plan for the Chamber of Commerce and Tourism Bureau.

## **VII. EXECUTIVE SESSION**

8. Discuss economic development projects as authorized by Texas Government Code § 551.087, Economic Development.
9. Discuss real estate as authorized by Texas Government Code § 551.072, Deliberations about Real Property.

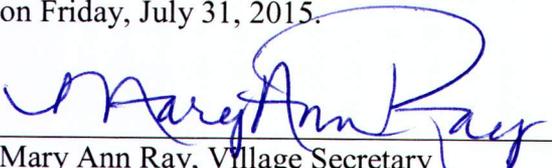
## **VIII. REGULAR SESSION**

10. Discussion and possible action on Donation Agreement and Wastewater Service Agreement with Sanctuary Development Company.

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

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

I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at 5:00 p.m. on Friday, July 31, 2015.

  
\_\_\_\_\_  
Mary Ann Ray, Village Secretary

Removed from display: \_\_\_\_\_

Village Board of Aldermen  
**Workshop Meeting Minutes**  
Municipal Building, 301 N. Stagecoach Rd.  
Thursday, July 9, 2014 6:30 p.m.

Aldermen present: Mayor Pro Tempore Fred Brown, Frank Coachman, Michael McDougal, David Williams. Late arrivals: Mayor Skip Blancett, Amber Dankert

Others present: Kim Foutz, Village Administrator; Lyndsey Barrett, Municipal Court Clerk; Mary Ann Ray, Village Secretary

Mayor Pro Tempore Brown called the meeting to order at 6:30 p.m. He explained that the Mayor would be late because he was taking the president of James Construction Group on a tour of the Village. The Board dispensed with items 1. Call to Order, and 2. Pledge of Allegiance.

**3. Fiscal Year 2015-16 Budget**

Village Administrator Foutz said she has started the preliminary budget process. She discussed several key components of the process: revenues, strategic priorities, master plans, service levels, outside agency funding, personnel (including training), deliverables (budget request forms, etc.), and baseline and discretionary budget items. A workshop retreat will be scheduled, and a series of workshops will be conducted until the budget is passed.

**6. Wastewater lines to be included in Phase 1 of the upcoming bond issuance**

The Mayor asked the Board to skip to Item 6 on the agenda: Wastewater lines to be included in Phase I of the upcoming bond issue. There was discussion about the use of forced main lines vs. gravity lines. Administrator Foutz reported that Brookshire Bros grocery has committed to paying for an E1 line. There was discussion about extending the line northward to include the hotels. There was also discussion about extending the line on the west side of Interstate 35 to include the area around Thomas Arnold Road in anticipation of new development. She explained that bonds for the project must be issued before adoption of the next fiscal year's budget. The Mayor reiterated that the Village of Salado will build, own, and operate the sewer plant.

**5. Rules and Procedures for Board of Aldermen meetings**

There was discussion about changing verbiage to allow the Board to hold workshops as needed. A Saturday workshop will take place in August. The Board discussed having another workshop July 14.

**4. Controlling the Deer Population**

Discussion focused on safety of citizens and proposed penalties for violations. Enforcement of the ordinance would be performed by the Salado Police Department. There was discussion on how hunters would qualify and who would actually do the qualifying; Fort Hood is an option. There was discussion about the Village's liability if the program comes to pass.

Mayor Pro Tempore Brown made the motion to adjourn. Alderman Coachman seconded. The workshop adjourned at 8:40 p.m.

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Skip Blancett, Mayor

Attest:

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Mary Ann Ray, Village Secretary

**Village of Salado**

**Board of Aldermen  
Workshop Meeting Minutes**  
Municipal Building, 301 N. Stagecoach Rd.  
Tuesday, July 14, 2014 6:30pm

**1. Call to Order.**

Mayor Skip Blancett called the meeting to order at 6:37 p.m., noting that all Aldermen were present. Also present were Kim Foutz, Village Administrator, Rick Kasberg, Wastewater Project Engineer, and Mary Ann Ray, Village Secretary.

**2. Discuss wastewater improvements and related expenditures to be included in the FY 2014-15 bond issue.**

Village Administrator Foutz explained that in order to set the tax rate for Fiscal Year 2015-16, the Board must move forward with the bond issue for the wastewater system.

Rick Kasberg discussed the plans for the Wastewater Treatment Plant and associated lines. Members of the Board asked questions about the width of pipes and forced mains vs. gravity lines.

There was discussion regarding the sale of bonds.

The Mayor opened the floor for questions from citizens. There were many questions, particularly about the lines serving West Village Road and Thomas Arnold Road. Citizens expressed concerns that current plans might not accommodate future growth in some areas.

There was discussion about the rising projected costs and what can be cut. The following cuts were discussed:

\$1,000,000	Wastewater treatment plant and associated engineering
\$666,000	Royal Street gravity line
\$150,000	Line to wastewater plant on Sanctuary property
\$410,000	West side plant and permit
\$134,500	E1 line on West Village Road (changed to gravity line)
\$40,000	Pape Dawson prior engineering (staff recommended)

The following additions were discussed:

\$229,000	West Village gravity line extension (upgrade from E1 line)
\$134,000	Royal Street customers

After reductions, the net cost of the project would be \$8,338,180; subtracting the \$1,000,000 grant from EDA results in a cost of \$7,338,180 to be financed with bonds.

The Board discussed having another workshop at 6:30 p.m. Monday, July 20, 2015.

3. Alderman Williams made the motion to adjourn. Mayor Pro Tempore Brown seconded. The meeting adjourned at 9.01 p.m.

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Skip Blancett, Mayor

Attest:

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Mary Ann Ray, Village Secretary

**Village of Salado, Texas**  
**Regularly Scheduled Board of Aldermen**  
Meeting Minutes  
Municipal Building, 301 N. Stagecoach Drive  
6:30 p.m., Thursday, July 16, 2015

**I. Call to Order.**

Mayor Skip Blancett called the meeting to order at 6:33 p.m.

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

Others present: Kim Foutz, Village Administrator; Chris Hale, bond advisor; Jerry Kyle, bond attorney; Mary Ann Ray, Village Secretary.

Absent: Morgan Bird, high school representative.

1. Travis Burleson, senior pastor at First Baptist Church, Salado, led the invocation.
2. The Mayor led the Pledge of Allegiance and the Texas Pledge of Allegiance.

**II. Reports**

The Mayor read the news release regarding the award of \$1 million from the Economic Development Commission for the Main Street collection line for the wastewater treatment plant. He reported that the Ordinance Committee was working to create an ordinance delineating how committees will be structured and how members will be selected. He invited all to attend the Town Hall scheduled for 6:30 p.m. Thursday, July 23, at Salado High School, during which TxDOT will provide a construction update on Interstate 35. He invited everyone to see "Salado Legends" at Tablerock and to visit the Mill Creek golf course.

Mayor Pro Tempore Brown reported that the Main Street Committee has raised \$3,100 for the purchase of park benches to be placed along Main Street, including a \$500 matching donation from Victor and Modene Marek of Schwertner.

Alderman McDougal reported that street improvements continue with Wheeler APAC coming in to mill the top of streets. Work to repair potholes and seal cracks is ongoing.

**III. Proclamation**

Mayor Blancett presented a proclamation to Ryan Cook, who created and built a flower garden around the statue of Sirena in Salado Creek as part of his requirements for Eagle Scout.

#### **IV. Public Comments.**

3. Linda Reynolds, 507 Santa Rosa, spoke about the catfish sculpture stoles from the Sirena statue and offered to start a fund-raiser to replace it. She expressed her confusion regarding the size of pipes for the sewer and how she wishes to maintain the peace and quiet of her neighborhood.

King Copeland, P.O. Box 192165, Dallas, spoke about the need for transparency with respect to a municipality's involvement in economic development.

Ted Williamson, 608 DeGrummond Way, addressed the proposed deer management ordinance. He recommended the Village not take on the liability of qualifying hunters and instead use Fort Hood for this task.

Hans Fields, 818 Blaylock Circle, spoke in opposition to the deer management ordinance. He handed in a petition and various Facebook posts in opposition.

#### **V. Consent Agenda.**

4. Consider approving the Consent Agenda item:

- a) Minutes, Regular Meeting, July 2, 2015

*Alderman Coachman made the motion to approve the Consent Agenda as presented. Mayor Pro Tempore Brown seconded. The motion passed unanimously.*

#### **VI. Regular Agenda.**

##### **Resolutions.**

5. Consider Resolution R-2015-121, a resolution authorizing various actions to prepare for the issuance of the Village of Salado, Texas Permanent Improvement Bonds, Series 2015; and containing other matters related thereto.

Administrator Foutz explained that this resolution will allow the Village to move forward with the issuance of the bonds for the wastewater treatment plant that were approved by voters in November. She said the resolution does not specify the amount in bonds that will be sold but allows for all necessary preparation. Chris Lane, the Village's financial advisor, and Jerry Kyle, the Village's bond attorney, addressed the Board. Ms. Lane handed out a draft service schedule and explained that banks currently have a strong supply of money to lend on bonds. There are several different repayment/interest schedules to consider. She said the fact that citizens voted to sell these general obligation bonds sends a strong message to potential bond bidders that the Village wants this wastewater system. Mr. Kyle explained that he will prepare the bond ordinance based on the terms offered by the winning bidder and file it with the Attorney General's office.

*Mayor Pro Tempore Brown made the motion to approve the resolution as presented. Alderman McDougal seconded. The motion passed unanimously.*

### **Public Hearings/Ordinances**

6. PUBLIC HEARING – Hold a public hearing and consider adopting an ordinance authorizing amendment to Ordinance 2014.9A, amending the Rules of Procedure for Board of Aldermen meetings.

Administrator Foutz explained that this amendment: a) allows the Board of Aldermen to conduct a workshop when needed as long as posting laws are met; b) specifies that the Mayor, Village Administrator, and Village Secretary can participate in creating the agenda; c) requires at least two Board members to place an item on the agenda; d) requires a workshop prior to placing any ordinance on the agenda; e) specifies that the agenda can be delivered to Board members electronically; f) requires Board members to provide all background and research materials prior to placing an item on the agenda; g) outlines rules for public comment; h) specifies that workshops are open to the public but are not participatory; i) specifies that the Mayor and Village Administrator are the first points of contact but that other members of the Board can provide feedback (however, the Mayor and/or Village Administrator must be so informed so they will be aware of the interest and media coverage); and j) establishes that the Village Secretary is the point of contact for persons requiring accommodations for disabilities.

#### *Public Hearing:*

Two citizens asked about posting guidelines.

*Alderman McDougal made the motion to approve the ordinance as presented. Alderman Dankert seconded. The motion passed unanimously.*

7. PUBLIC HEARING – Hold a public hearing and consider adopting an ordinance establishing a program for the Intentional Feeding and Management of Deer.

Alderman Dankert explained what the ordinance does and does not do. The ordinance would give the Village better oversight as to who and where people are hunting. She outlined the reasons that residents should stop feeding deer and provided statistics regarding hunting-related injuries and deaths.

#### *Public hearing:*

Several citizens spoke in opposition to the ordinance.

*Alderman Dankert made the motion to approve the ordinance as presented. Alderman Williams seconded.*

Discussion:

Alderman Dankert clarified that the planned cull, not addressed in this ordinance, would take place after fawns are weaned and that the ordinance contains no mention of hunting on public lands. There was discussion about the Village's liability.

*The ordinance failed by a vote of 2 to 3 (Aldermen McDougal, Coachman, and Brown).*

8. Presentation, discussion and possible action on: 1) a Master Development Agreement with 4T-LFT Ventures, LP for redevelopment of Stagecoach Inn and Restaurant; and 2) a Tourism Marketing Agreement with 4T-LFT Ventures, LP.

Administrator Foutz explained that this company has changed its name to Stagecoach 1943 Limited Partnership since the agenda packet was sent out. She outlined the terms for the Master Development Agreement, which includes a 10-year tax abatement on all improvements done on the site. Projected completion date for the restaurant and meeting space is July 2016 and the hotel July 2017 at a projected total cost of \$7.5 million.

*Mayor Pro Tempore Brown made the motion to approve motion as presented. Alderman McDougal seconded.*

Discussion:

*Alderman Coachman made the motion to amend the original motion to reflect the change of name. Mayor Pro Tempore Brown seconded. The vote on the amendment was unanimous.*

*Mayor Pro Tempore Brown then restated the original motion to include the amendment. Alderman McDougal seconded. The motion passed unanimously.*

## **VII. Adjourn**

Prior to adjournment, the Mayor praised the democratic process that allowed citizens to express their opinions and have their voices heard. ‘

Alderman Coachman made the motion to adjourn. Alderman McDougal seconded. The Mayor asked the Board to stand as a vote. The meeting was adjourned at 8:27 p.m.

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Skip Blancett, Mayor

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Mary Ann Ray, Village Secretary

**Village of Salado, Texas**  
**Board of Aldermen**  
**Special Called Meeting**  
Meeting Minutes  
7:00 a.m., Monday, July 27, 2015  
Municipal Building, 301 N. Stagecoach Drive

**I. Call to Order.**

Mayor Skip Blancett called the meeting to order at 7:02 a.m.

Present: Mayor Blancett; Mayor Pro Tempore Fred Brown; Alderman Michael McDougal; Alderman David Williams. Alderman Frank Coachman arrived at 7:03 a.m.

Absent: Alderman Amber Dankert (out of town).

Also present: Kim Foutz, Village Administrator; Mary Ann Ray, Village Secretary.

**II. Regular Agenda.**

Administrator Foutz announced that the Village will offer \$8,180,880 in Series 2015 bonds, a figure that reflects the \$1 million Economic Development Commission grant.

She described changes made to the wastewater treatment plans since the last Board of Aldermen meeting:

1. In Fall 2014, the Village approved a contract with the Central Texas Council of Governments for \$50,000 to administer the EDA grant. However, she recommended a contract with a private individual with extensive experience in administration of EDA grants. The private individual would cost the Village \$10,000.
2. Eliminate preliminary design costs for Pape-Dawson Engineers, Inc.
3. Eliminate purchase, platting, and permitting of land for the west side.
4. Change the southern portion of the West Village Road and a portion of Thomas Arnold Road lines from low-pressure to 8-inch gravity lines.
5. The total cost of the plant, engineering, electrical engineering bidding, and construction administration, is \$3 million.
6. The total includes \$94,000 to Pape Dawson Engineers, Inc., for surveying.

Administrator Foutz explained that the blue lines on the map indicate private-sector lines. These private entities will enter into a contract through which they will pay 100 percent of installation costs if they wish to be on the sewer.

There were questions about the contract for administration of the grant. Mayor Blancett will confer with the EDA to determine if the private individual can be the grant administrator and if CTCOG must be involved.

There were questions about engineering contracts. Administrator Foutz explained that no engineering contracts have been signed as yet; bond proceeds and a formal request for proposals must be in place. She explained that engineering proposals such as these are not bid out. The Village must ask for a request of qualifications, which does not include costs. The Village will pick an engineering firm based on qualifications, then negotiate the costs. All other line items will go out for bids.

There were questions about the service agreement guarantee. Administrator Foutz explained that this item is part of the ongoing negotiations with The Sanctuary.

*Mayor Pro Tempore Brown made the motion to approve wastewater system improvements, related expenses, and final issuance amount for the Series 2015 bonds as presented. Alderman McDougal seconded. The motion passed unanimously.*

### **III. Adjourn.**

*Alderman McDougal made the motion to adjourn. Mayor Pro Tempore Brown seconded.*

Mayor Blancett adjourned the meeting at 7:18 a.m.

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Skip Blancett, Mayor

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Mary Ann Ray, Village Secretary

# BOARD OF ALDERMEN

## AGENDA ITEM MEMORANDUM

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08/06/15  
Item #4e  
Consent Agenda  
Page 1 of 2

**DEPT/DIVISION REVIEW:** Kim Foutz, Village Administrator

**ITEM DESCRIPTION:** Consider authorizing Change Order #2 to the street improvement contract with APAC-Texas, Inc. DBA Wheeler from Belton, Texas for the 2015 Street Rehabilitation Program increasing the scope and contract in an amount not to exceed \$2,539.50.

**STAFF RECOMMENDATION:** Approve change order as per the Item Summary below. The Street Improvement Committee also recommends approval.

**ITEM SUMMARY AND ANALYSIS:** On March 5, 2015 the Board of Aldermen approved a Street Improvement contract with APAC-Texas Inc. DBA Wheeler in the amount of \$305,620. On April 23, 2015 the BOA approved Change Order #1, reducing the contract amount by \$52,205.50 yielding a net contract amount of \$253,414.50. This Change Order will increase the contract amount by \$2,539.50 with a net contract amount of \$255,954.00.

This change order includes adjustments identified by the Street Improvement Committee including the following:

- Add - Point repairs: Salado Plaza Drive from Main Street to Mill Creek
- Add - Point repairs: Mill Creek Drive from Main Street to Chisholm Trail
- Add - Point repairs: Mill Creek Drive from Chisholm Trail to End
- Deduct - Point repairs and related expenses: Thomas Arnold Drive from Main Street to I-35 (as a result of TXDOT work)
- Add - Channel grading to establish positive drainage swale

**SPECIAL NOTE:** Due to delays in TXDOT marking transition areas, as well as Wheeler milling equipment requiring repair, the contractor has requested revising the completion date from July 15 to August 24, the first day of school. The Village has indicated that August 13 is the last date we are willing to accept (the date teachers return to school). The dates are marked off on the change order.

**FISCAL IMPACT:** There is \$400,000 in this fiscal year's budget for all street improvements. Below is a summary for the FY 2015 Streets Program including Change Order #1 and #23.

<b>Options:</b>	<b>Award of Bid</b>	<b>Notes</b>
Mill Creek - hot mix	\$ -	
Salado Plaza - hot mix	\$ 91,907	
Thomas Arnold - hot mix	\$ 45,071	
Mill Creek -seal coat, fog, pt	\$ -	
Mill Creek ribbon curb	\$ -	
Salado Plaza ribbon curb	\$ 117,663	
Thomas Arnold ribbon curb	\$ 50,980	
<b>SUBTOTAL</b>	<b>\$ 305,620</b>	
Less Change Order #1	-\$52,205.50	
Plus Change Order #2	+2539.50	
<b>SUBTOTAL CHANGE ORDERS</b>	<b>-\$49,666</b>	
<b>NET PAVING CONTRACT</b>	<b>\$255,954</b>	
Seal coat - Royal	\$9,750	\$9,750 point repair; seal coat delayed**
Seal coat - Baines	\$7,150	\$7,150-point repair; seal coat delayed**
Seal coat - Chisholm	\$0	not moving forward this FY**
Eng A,B,C,D & curbing	\$61,500	Committed
Inspection	\$0	Not including
Testing	\$8,762	Final
Crack seal	\$20,000	Committed
Cold mix material	\$3,441	Committed by contract w/County
<b>SUBTOTAL - OTHER</b>	<b>\$110,603</b>	
<b>TOTAL STREET PROGRAM</b>	<b>\$366,557</b>	

**ATTACHMENTS:**

Change order #2

**CHANGE ORDER**

PROJECT: 2015 Street Rehabilitation Project  
 OWNER: Village of Salado  
 CONTRACTOR: APAC-Texas, Inc. DBA Wheeler  
 ENGINEER: Kasberg, Patrick & Associates, LP  
 CHANGE ORDER #: 2

Make the following additions, modifications or deletions (circle those that apply) to the work described in the Contract Documents:

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Cost</u>	<u>Total</u>
B-1	For Performing Point Repairs in Areas Shown on Plans Per Detail on Sheet G-03 (Part B: Salado Plaza Drive from Main Street to Mill Creek Drive), Complete For	83	SY	\$ 36.00	\$ 2,988.00
B-2	For Performing Point Repairs in Areas Shown on Plans Per Detail on Sheet G-03 (Part A: Mill Creek Drive from Main Street to Chisholm Trail), Complete For	154	SY	\$ 33.00	\$ 5,082.00
B-3	For Performing Point Repairs in Areas Shown on Plans Per Detail on Sheet G-03 (Part D: Mill Creek Drive from Chisholm Trail to End), Complete For	145	SY	\$ 37.00	\$ 5,365.00
B-4	For Performing Point Repairs in Areas Shown on Plans Per Detail on Sheet G-03 (Part C: Thomas Arnold Drive from Main Street to I-35), Complete For	-85	SY	\$ 50.00	\$ (4,250.00)
B-5	For Sawcutting Existing Asphalt, Complete For (Part C)	-420	LF	\$ 2.40	\$ (1,008.00)
B-6	For Implementing Traffic Control Plan, Complete For (Part C)	-100%	LS	\$ 9,750.00	\$ (9,750.00)
B-7	Mobilization for Drainage Improvements	100%	LS	\$ 800.00	\$ 800.00
B-8	Channel Grading, Including Removal and Haul Off of Existing Material as Necessary to Establish a Positive Drainage Swale	530	LF	\$ 6.25	\$ 3,312.50
				Sub-Total	\$ 2,539.50

**DRAFT**

The compensation agreed upon in this Change Order is full, complete and final payment for all costs the Contractor may incur as a result of or relating to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay (for which only revised time is available), extended overhead, ripple or impact cost, or any other effect on changed or unchanged work as a result of this Change Order.

Original Contract Amount	\$	<u>305,620.00</u>
Previous Net Change in Contract Amount	\$	<u>-52,205.50</u>
Net Change in Contract Amount	\$	<u>2,539.50</u>
Revised Contract Amount	\$	<u>255,954.00</u>
Original Contract Time		<u>90 calendar days</u>
Previous Net Change in Contract Time		<u>NA</u>
Net Change in Contract Time		<u>40 calendar days</u>
Revised Contract Time		<u>130 calendar days</u>
Original Final Completion Date		<u>July 15, 2015</u>
Revised Final Completion Date		<u>August 13, 2015</u>

DRAFT

Recommended By Engineer:

Approved By Contractor:

By \_\_\_\_\_

By: \_\_\_\_\_

Date

Date

Approved by Village of Salado:

By: \_\_\_\_\_

**BOARD OF ALDERMEN**  
**AGENDA ITEM MEMORANDUM**

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**08/06/15**  
**Item #5**  
**Regular Agenda**  
**Page 1 of 1**

**DEPT/DIVISION REVIEW:** Kim Foutz, City Administrator

**ITEM DESCRIPTION:** Consider and take action on the Construction Plat of Amity Estates Phase II, a ± 47.517 acre, 50-lot, residential subdivision, part of a ±177.473 acre tract, 197-lot subdivision, located at/near the southwest corner of Amity Road and FM 1670 in the extraterritorial jurisdiction of Salado.

**BOA/COMMISSION RECOMMENDATION:** The Planning and Zoning Commission recommended approval of this construction plat at its July 21, 2015, meeting.

**STAFF RECOMMENDATION:** Staff recommends approval of the Construction Plat for Amity Estates Phase II.

**ITEM SUMMARY.** This is Phase II of a five phase subdivision located in the Village's Extraterritorial Jurisdiction. The entire development is comprised of 177.473 acres with all phases totaling 197 lots. Phase II is a 50-lot single family residential subdivision on 47.517 acres. Phase I has already been approved and developed.

Water services will be provided by Salado Water Supply Corporation within a 15' utility easement. The applicant is proposing on-site sewage facilities for all lots in the subdivision and the proposed system has been approved by the Bell County Health District. The Village has received concurrence letters from the Clearwater Underground Water Conservation District, Oncor Electric, and Century Link. TXDOT has approved the curb cuts.

The Village's engineer has reviewed the Construction Plat and has determined that it is in conformance with the Village's requirements and the Concept Plan which was previously approved. The County engineer has also reviewed the plat and has provided a letter of approval.

The Concept Plan provided for four entrances, and the required entrances on this phase have been met with Bozon Drive, which connects West Amity Road and FM 1670. Subouts have been provided for the other two connections. Adequate right-of-way is included with the plat including 50' of r-o-w dedicated in the internal part of the development, and 70' wide r-o-w at the entrances.

**FISCAL IMPACT:** None.

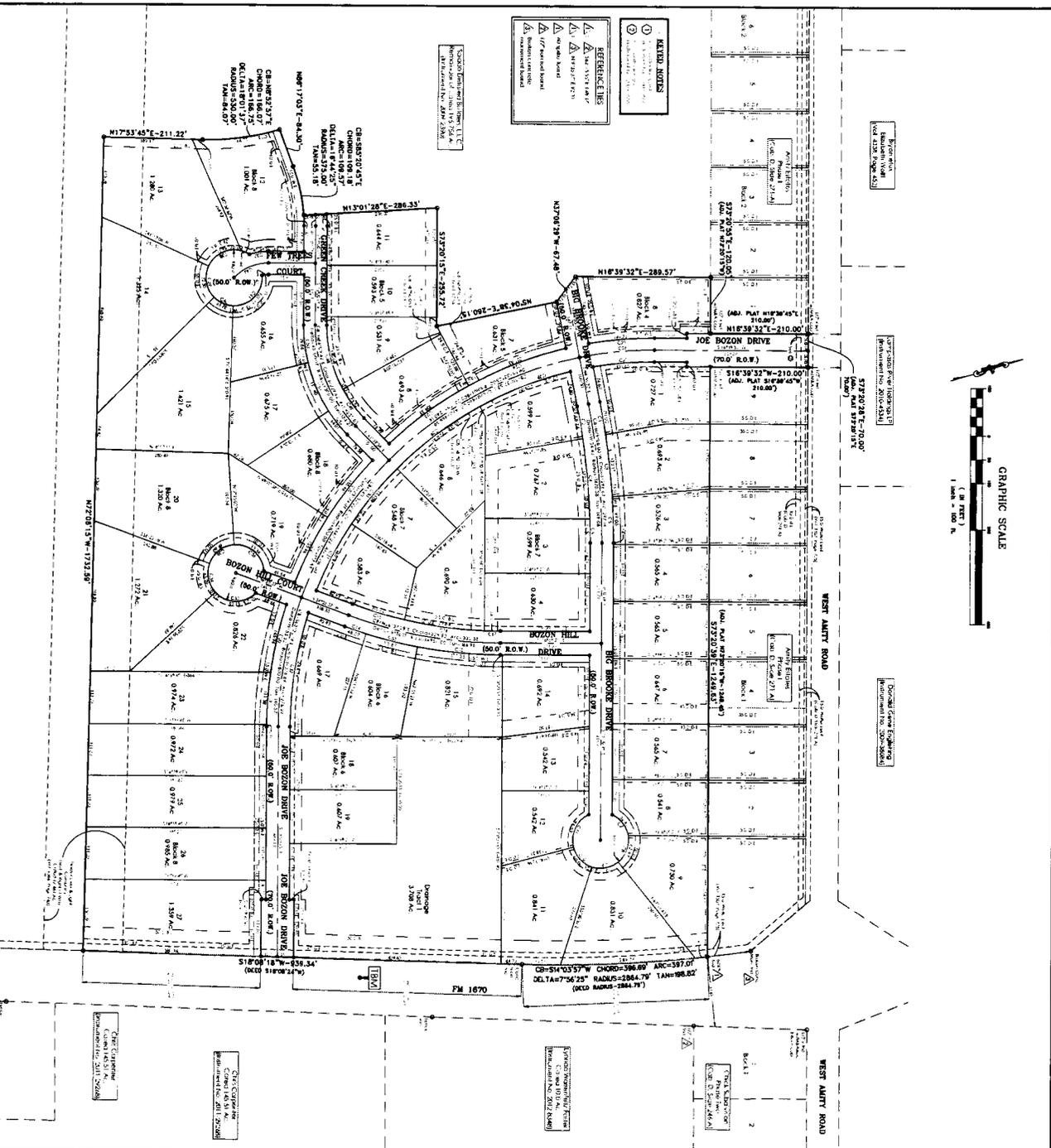
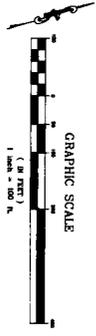
**ATTACHMENTS:**

Location Map

Concept Plan

Proposed Construction Plat – Phase II





- NOTED NOTES**
1. All lots shall be developed in accordance with the approved subdivision plat.
  2. All lots shall be developed in accordance with the approved subdivision plat.
  3. All lots shall be developed in accordance with the approved subdivision plat.
- REFERENCE LINES**
- ▲ Survey Point
  - △ Survey Point
  - ▽ Survey Point
  - Survey Point
  - Survey Point

CURVE	BEARING	CHORD	LENGTH	AREA	INTEGRAL
C1	N87°15'30" E	100.0	200.0	157.08	3.00
C2	N87°15'30" E	48.7	97.4	14.38	3.00
C3	N87°15'30" E	131.12	262.24	201.46	6.00
C4	N87°15'30" E	98.98	197.96	150.37	6.00
C5	N87°15'30" E	51.37	102.74	77.03	3.00
C6	N87°15'30" E	40.12	80.24	60.18	3.00
C7	N87°15'30" E	40.12	80.24	60.18	3.00
C8	N87°15'30" E	40.12	80.24	60.18	3.00
C9	N87°15'30" E	40.12	80.24	60.18	3.00
C10	N87°15'30" E	40.12	80.24	60.18	3.00
C11	N87°15'30" E	40.12	80.24	60.18	3.00
C12	N87°15'30" E	40.12	80.24	60.18	3.00
C13	N87°15'30" E	40.12	80.24	60.18	3.00
C14	N87°15'30" E	40.12	80.24	60.18	3.00
C15	N87°15'30" E	40.12	80.24	60.18	3.00
C16	N87°15'30" E	40.12	80.24	60.18	3.00
C17	N87°15'30" E	40.12	80.24	60.18	3.00
C18	N87°15'30" E	40.12	80.24	60.18	3.00
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C31	N87°15'30" E	40.12	80.24	60.18	3.00
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C94	N87°15'30" E	40.12	80.24	60.18	3.00
C95	N87°15'30" E	40.12	80.24	60.18	3.00
C96	N87°15'30" E	40.12	80.24	60.18	3.00
C97	N87°15'30" E	40.12	80.24	60.18	3.00
C98	N87°15'30" E	40.12	80.24	60.18	3.00
C99	N87°15'30" E	40.12	80.24	60.18	3.00
C100	N87°15'30" E	40.12	80.24	60.18	3.00

- NOTES**
1. All bearings are based upon the Texas State Plane Coordinate System, NAD 83 (FIPS 941) datum. Central zone to 94-1 (easting) Texas State Plane Coordinate System.
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**MITCHELL & ASSOCIATES, INC.**  
 ENGINEERING & SURVEYING  
 102 N. COLLEGE  
 KILLEN, TEXAS 76541  
 PHONE: (254) 634-5541  
 FAX: (254) 634-2141

DATE: 08/18/11  
 SCALE: AS SHOWN  
 SHEET: 5 OF 5  
 DRAWN BY: JWB  
 CHECKED BY: JWB

**AMITY ESTATES  
 PHASE II**  
 VILLAGE OF SALADO ETJ, BELL COUNTY, TEXAS

**CONSTRUCTION PLAT**

APPROVED FOR RECORDATION BY THE COUNTY CLERK OF BELL COUNTY, TEXAS

APPROVED FOR RECORDATION BY THE COUNTY CLERK OF BELL COUNTY, TEXAS

Checked Square top of concrete box  
 curb at west side of FM 1670/274 from  
 northeast corner of this subdivision

DATE: 08/18/11  
 TIME: 10:30 AM  
 BY: JWB

REMARKS

SHEET P2

# BOARD OF ALDERMEN

## AGENDA ITEM MEMORANDUM

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08/06/15  
Item #6  
Regular Agenda  
Page 1 of 1

**DEPT/DIVISION REVIEW:** Kim Foutz, Village Administrator

**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:** Larry Wolfe's term on the Planning and Zoning Commission expires as of this month. He has indicated a desire to remain on the board.

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

The Village advertised this month on the City Hall message board and in the local newspaper for interested persons to submit applications to serve on the Planning and Zoning Commission; no applications have been received to date.

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 2015
Ron Coleman	November 2016
Josh Bratton	April 2016
Merle Stalcup	February 2017

**FISCAL IMPACT:** n/a

**ATTACHMENTS:** n/a

# BOARD OF ALDERMEN

## AGENDA ITEM MEMORANDUM

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08/06/15  
Item #7  
Regular Agenda  
Page 1 of 2

**DEPT/DIVISION REVIEW:** Kim Foutz, Village Administrator

**ITEM DESCRIPTION:** Presentation, discussion, and possible action on a Supervisory Board and Chamber of Commerce Board of Directors recommendation to amend the Multiyear Action Plan for the Chamber of Commerce and Tourism Bureau

**STAFF RECOMMENDATION:** The Supervisory Board, consisting of Aldermen McDougal, Kim Foutz (Village Administrator), and Tim Fleischer (President of the Chamber) has considered the plan and recommends approval. Tim Fleischer also coordinated with the Chamber of Commerce Board of Directors regarding the plan and the Board recommends approval.

**ITEM SUMMARY AND ANALYSIS:** On July 7, 2015 the Chamber of Commerce Board held a retreat to discuss priorities and strategies for the Bureau. Charley Ayres of the Temple Economic Development Corporation acted as facilitator for this meeting. Please see the attached retreat notes. As a result of the retreat, Village staff updated the Bureau's Multi-Year Action Plan to reflect the new priorities and direction that were discussed. Please see the attached Plan. The Action plan includes the overall goals, associated activities, and deliverables. It also identifies which Bureau staff member is in charge of each initiative.

Action Plan goal categories include:

1. Business development, recruitment, expansion, and retention for targeted industries, primarily tourism related (NEW)
2. Tour and meeting group recruitment (NEW)
3. Marketing and branding of the community / Perception of the community
4. Events / Tourism Development
5. Main Street – Infrastructure Development / Community Development (NEW)
6. Member Support / Networking
7. Workforce Development and Training (will be considered in the future, not now)

The Chamber of Commerce and Tourism Bureau Director's job description is being revised to reflect priorities in the plan. The job posting also reflects these responsibilities.

Former activities not deemed essential, or that should be delayed, or should be enhanced are noted as such in the Plan.

If approved by the Board of Aldermen, the format that has been presented will be utilized to provide updates/reports to the BOA.

**FISCAL IMPACT:** n/a

**ATTACHMENTS:**

- Notes from the Chamber of Commerce Board Retreat
- Proposed, updated Bureau Action Plan

**ACTION PLAN – MULTIPLE YEAR PLAN**

Goal Category	Objective	Timing	Activities/Means/Responsible Staff Member
<b>MEMBER SUPPORT / NETWORKING</b>	Conduct events to facilitate member value and networking  Support members  Keep members more informed regarding Bureau initiatives and results	Continue programs not redlined;  Redlined should be considered for the future	<ul style="list-style-type: none"> <li>• Golf Tournament (Yvonne)</li> <li>• Quarterly Mixers dedicated to networking and advising members of community initiatives</li> <li>• Annual Banquet (Megan)</li> <li>• Ribbon cutting and groundbreaking (Paulette)                             <ul style="list-style-type: none"> <li>○ Develop policy/list of services provided by Bureau for ribbon cutting (Megan &amp; Paulette)</li> <li>○ Policy should treat all ribbon cuttings the same</li> <li>○ Policy should include that ribbon cutting cannot be scheduled in conflict with other events</li> </ul> </li> <li>• Recruit new members (Paulette)</li> </ul> <del>Salado Military Spouse Support</del> <del>Network Ambassadors</del> <del>Co-op advertising</del>
<b>WORKFORCE DEVELOPMENT &amp; TRAINING</b>	Grow, attract and retain a qualified workforce by partnering with business, education and community resources  Provide training that assists business growth  Conduct activities that increase business awareness	All activities in this category to be considered for the future	<del>Small business counselor available once per week</del> <del>Basics of Opening a Business</del> <del>Lunch 'n Learns 4 per year</del> <del>Social Media Happy Hour</del> <del>Young Professionals Business Luncheon</del> <del>Job Shadow Days</del> <del>Salado Young Professionals</del> <del>Leadership Salado</del>
<b>MAIN STREET – INFRASTRUCTURE DEVELOPMENT COMMUNITY DEVELOPMENT QUALITY OF LIFE BRANDING</b>	Support quality of life initiatives	Now – major priority	<ul style="list-style-type: none"> <li>• Adopt and implement a Main Street Master Plan (Chamber Business Growth and Development Committee, Yvonne, and Kim/Director)                             <ul style="list-style-type: none"> <li>○ Should reflect selected brand</li> <li>○ Address walkability – sidewalks, lights</li> <li>○ Address beautification, “district” identification, create sense of place, experiential/ engaging improvements, plazas</li> <li>○ Address wayfinding-general wayfinding signs, kiosks, I-35 gateway sign</li> <li>○ Meet TXDOT deadlines – window of opportunity</li> <li>○ Address the basics: curbs, restrooms, parking, quality of internet</li> <li>○ Work with businesses on Main Street and side streets to solicit their participation in investing in the Main Street vision (Yvonne)</li> </ul> </li> </ul>
<b>EVENTS – TOURISM DEVELOPMENT</b>	Hold events that attract tourists and overnight stay	Now	<ul style="list-style-type: none"> <li>• Create roles and responsibilities document/revise Chamber SOPs for services provided by event coordinator and relationship with volunteer committees (Yvonne)</li> <li>• Make recommendations for Bureau Executive Board consideration to cut, consolidate, or revamp existing events and recommend new events if applicable (Yvonne)</li> <li>• Explore supporting private sector sponsored and directed events (Yvonne)</li> <li>• Coordinate small attractions such as musicians on the plaza (Yvonne)</li> <li>• Report event profitability to the Board; ensure reporting system is detailed for each event (Yvonne)</li> <li>• Marketing of events (Megan)</li> <li>• Work with entertainment hotels, venues, meeting venues, restaurants, etc to create packages (Yvonne) to market to groups, retreats, and visitors through website and social media (Megan)                             <ul style="list-style-type: none"> <li>○ Seek cooperative marketing with other venues to leverage resources and exposure (Yvonne)</li> </ul> </li> </ul>
<b>MARKETING &amp; BRANDING – BRANDING AND PERCEPTION OF THE</b>	Consider branding Salado as center of creativity		<ul style="list-style-type: none"> <li>• Develop and implement <u>Tourism Marketing Plan</u> (Director)                             <ul style="list-style-type: none"> <li>○ Ensure community identification/ branding is included (All staff)</li> <li>○ Reflect tourism study recommendations</li> </ul> </li> <li>• Expand use of social media for all activities in the Action Plan (Megan)</li> <li>• Revamp website to create a more interactive site (Megan)</li> </ul>

<b>COMMUNITY</b>			<ul style="list-style-type: none"> <li>○ Include day planning component, event booking, discounts, reflect tourism study Recommendations (Megan &amp; Yvonne)</li> <li>○ Change website provider to allow staff to make more updates (Megan)</li> <li>● Create and distribute printed materials (brochures, rack cards, posters, Visitors Guide, statewide print, hotel/B&amp;B directories ) (Megan)</li> </ul>
<b>BUSINESS DEVELOPMENT, RECRUITMENT, EXPANSION, &amp; RETENTION</b>	<p>Recruit new business &amp; venues and expansions that meet target markets</p> <p>Recruit businesses that are creativity based? (arts, software development, digital media)</p>		<ul style="list-style-type: none"> <li>● Develop and implement <u>Tourism / Venue Master Plan</u> (Director - all staff) <ul style="list-style-type: none"> <li>○ Reflect community branding (Megan &amp; Director)</li> <li>○ Define what we have &amp; what is missing: Inventory of venues, restaurants, retailers, meeting space (type, hours, visibility/presence on road, attractiveness of fronts) (Yvonne)</li> </ul> </li> <li>● Develop and implement target market list for venues, attractions, and target businesses (Director and Business Growth and Development Committee) <ul style="list-style-type: none"> <li>○ Recruit new attractions to fill identified gaps in venues (Director &amp; Business Growth and Development Committee)</li> <li>○ Recruit new businesses/expansions in targeted industries (Director &amp; Business Growth and Development Committee)</li> <li>○ Attend trade shows (Director and member of the Business Growth &amp; Development Committee)</li> </ul> </li> <li>● <u>Engage in governmental relations and regional cooperative initiatives</u> (Director)</li> </ul>
<b>TOUR &amp; MEETING GROUPS- RECRUITMENT</b>	<p>Attract groups (tour and meeting) for destination meetings</p>		<ul style="list-style-type: none"> <li>● Create materials &amp; proposal packages to recruit tour and meeting groups (Megan and Yvonne)</li> <li>● Distribute materials, respond to inquiries, and RFPs to recruit tour and meeting groups (Megan)</li> <li>● Actively cold call, attend conventions, to recruit private and public sector meetings &amp; retreats (Megan) <ul style="list-style-type: none"> <li>○ Develop and execute list of organizations to market to (Megan)</li> <li>○ Attend meeting planner conventions and trade shows (Megan)</li> <li>○ Identify additional ways to recruit the meetings industry (Megan)</li> </ul> </li> <li>● Work with meeting venues to improve and expand their space (Yvonne)</li> <li>● <del>Historic tours</del> ????? (if this stays, recommend it not be a staff member)</li> </ul>